

January 2013 Quarterly Report

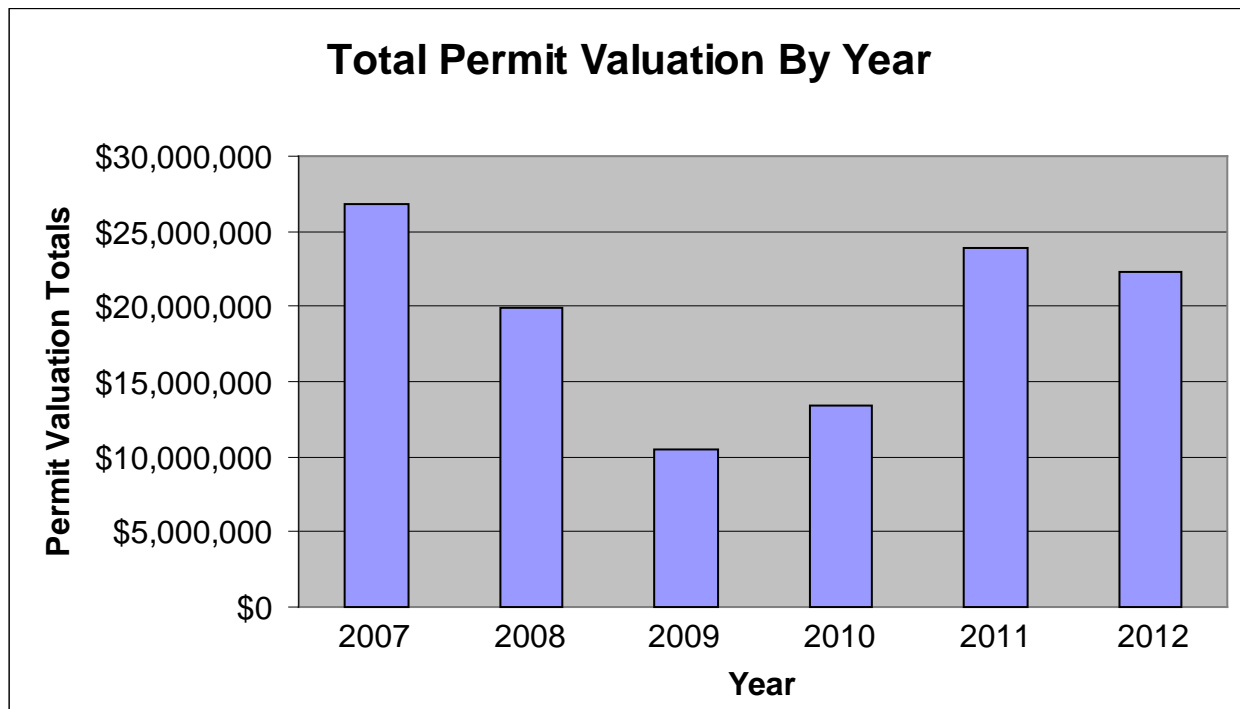
City of Eureka



Building Department

The 2012 calendar year building valuation total of \$22,316,328.00 was down slightly from the 2011 calendar year total of \$23,955,934.00. Significant projects for which permits were issued in 2012 include the Holiday Inn Express, Yurok Housing Authority's Union Green Apartments, and the remaining houses in the Claire Court subdivision.

The fourth quarter valuation for 2012 of \$1,751,673 is down from last year's fourth quarter total of \$14,575,559, which was anomalously high due to the issuance of permits for Walmart and the Open Door Community Health Center. The Building Department issued 203 permits for the quarter. Staff conducted approximately 631 inspections, 38 plan reviews, and investigated 28 new code enforcement complaints. During the quarter 32 code enforcement cases were resolved.



Permit Type Totals			
	No. of Permits	Valuation	Fees
Commercial	0	\$0.00	\$0.00
Demolition	1	\$0.00	\$75.00
Duplex	1	\$213,930.00	\$3,939.00
Electrical	25	\$0.00	\$1,981.00
Fire Alarm	2	\$33,700.00	\$0.00
Fire Sprinkler	4	\$121,110.00	\$887.00
Fire Suppression	2	\$61,528.00	\$1,526.00
Grading	1	\$0.00	\$248.00
Improvement Commercial	28	\$568,579.00	\$17,512.00
Improvement Residential	42	\$371,220.00	\$15,538.00
Mechanical	31	\$0.00	\$2,429.00
Misc.	0	\$0.00	\$0.00
Multi-Family	0	\$0.00	\$0.00
Plumbing	26	\$0.00	\$2,109.00
Residential Addition	2	\$52,122.00	\$2,124.00
Reroof Commercial	12	\$152,194.00	\$3,410.00
Reroof Residential	22	\$170,576.00	\$4,563.00
SFD	0	\$0.00	\$0.00
Signs	4	\$6,714.00	\$872.00

Quarter Summary					
	October	November	December	Quarter Totals	Last Year Totals
Permits ISSUED	68	66	69	203	257
Permits FINALED	78	65	59	202	193
Valuation	\$337,704.00	\$745,604.00	\$668,364.00	\$1,751,672.00	\$14,575,559.00
Inspections Performed	238	197	196	631	859
Plan Reviews	9	15	14	38	54

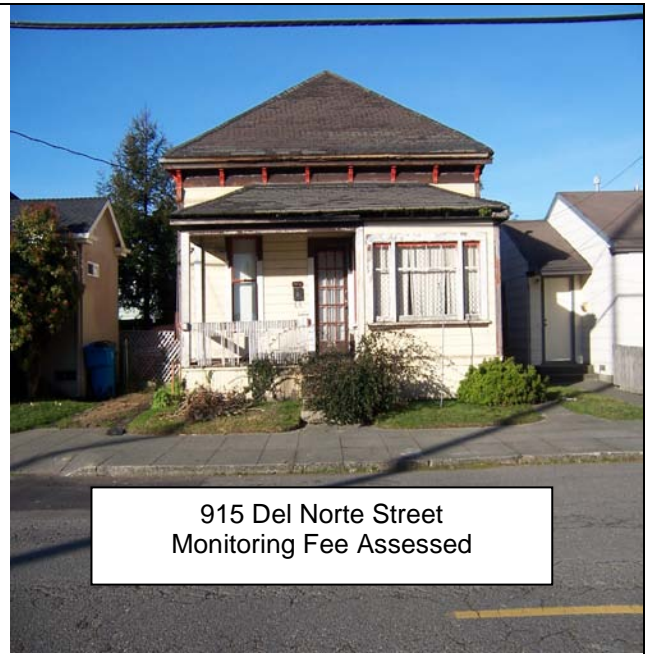
Code Enforcement					
	October	November	December	Totals	Last Year Totals
Complaints OPENED	13	13	2	28	42
Complaints CLOSED	13	13	6	32	47
Investigation Fees	\$279.00	\$634.00	\$377.00	\$1,290.00	\$3,657.00

Vacant and/or Boarded Buildings

Vacant and/or boarded building monitoring inspections were conducted in early October in conformance with Eureka Municipal Code § 150.095. Eighteen (18) buildings/properties were inspected. Six (6) property owners took no positive action to improve their property and a monitoring fee of \$200 has been assessed. Eight (8) owners obtained permits for repairs and those properties are exempt from this quarters monitoring fee. One (1) property was added to the list this quarter as a result of the inspections and three (3) were removed from the list.



1423 Little Fourth Street
Monitoring Fee Assessed



915 Del Norte Street
Monitoring Fee Assessed



2442 K Street
Monitoring Fee Assessed



325 O Street
Monitoring Fee Assessed



COMMERCIAL PROJECTS OF INTEREST

Address	Owner	Type	Valuation
533 C Street	City of Eureka	Fire Alarm System	\$32,500.00
2905 Ocean Avenue	City of Eureka	Fire Sprinkler System	\$48,960.00
1016 Myrtle Avenue	City of Eureka	Fire Sprinkler System	\$64,900.00
911 W. Wabash Avenue	PWM Inc.	Fire Suppression "Suddenlink"	\$58,528.00
603 F Street	Redwood Art Assoc.	Structural Repairs	\$46,335.00
3300 Broadway #606	Bayshore Mall	T.I. "Sansei" Restaurant	\$120,000.00
103 5 th Street	David Mulhern	Remodel & Partial Conversion	\$200,000.00
615 F Street	Glenn Goldan	Fire Damage Repair	\$75,812.00
815 W. Wabash Avenue	Shailesh Patel	Fire Sprinklers "Holiday Inn"	\$103,000.00
1506 H Street	Joanne Loureiro	Re-Roof	\$34,881.00

RESIDENTIAL PROJECTS OF INTEREST

Address	Owner	Type	Valuation
1506 McCullens Avenue	Willem Bouterse	New Duplex w/ Attached Garages	\$213,930.00
2607 S Street	Milton Whiteley	T.I. Per Scope of Plans	\$75,000.00
1457 Pine Street	Alvin Smither	Foundation Retrofit & Remove Chimney	\$13,000.00
3494 F Street	Carol Chandler	Bedroom & Bath Addition	\$37,411.00
2205 H Street	William Taylor	T.I. Per Scope of Work	\$29,685.00
340 Boyle Drive	Walden Freedman	Remodel Two Bathrooms	\$14,200.00
3457 Oregon Street	Edward Sullivan	Remodel Bathroom & T.I.	\$15,310.00
1625 Henderson Street	John Hauser	Re-Roof	\$18,360.00
3132 F Street	Emily Weber	340 SF Addition & 144 SF Remodel	\$34,663.00
1905 Wood Street	Ron Zhang	168 SF Home Office Addition	\$17,459.00

COMMUNITY DEVELOPMENT DEPARTMENT

2012 FOURTH QUARTER

Community Development
City Hall, Third Floor
531 "K" Street
Eureka, CA 95501
(707) 441-4160

www.ci.eureka.ca.gov
planning@ci.eureka.ca.gov

Department and Mission

The Community Development Department is responsible for administering, implementing and enforcing the goals and policies of the City of Eureka's adopted General Plan and zoning regulations, as well as other local, state, and federal land use and environmental regulations. The Department has six divisions:

- ◊ Administrative
- ◊ Environmental Planning
- ◊ Current Planning
- ◊ GIS
- ◊ Long Range Planning
- ◊ Enforcement

Our mission is to administer and implement the goals and policies of the City Council within the framework of the adopted General Plan.

We strive to promote and encourage public comment, understanding, and interest in the planning process, and to explain the many and varied rules, regulations, policies and procedures in a courteous, knowledgeable and professional manner.

Our goal is to provide exceptional public service to the community.



*Planning is bringing the future into the present
so that you can do something about it now.*

Alan Lakein, writer

Eureka Municipal Code Clean-Up Text Amendment

On December 4, 2012, the Eureka City Council approved clean-up amendments for four Chapters of the Eureka Municipal Code for the purpose of rectifying inconsistencies and errors, correcting grammar and formatting, and clarifying language that is currently vague, contradictory or confusing. Staff began working on the Clean-Up in June 2012, and at the August 1 Historic Preservation Commission meeting, the Commission reviewed draft clean-up of Eureka Municipal Code Chapter 157, and the Non-Conforming Uses section of the Chapter 155.

The proposed amendments, including the suggestions/changes by the Historic Preservation Commission were then sent to the Planning

Commission in August, 2012. At that meeting, the Planning Commission voted to move a portion of the amendment regarding signs as conditional uses in the One-family Residential zone district forward separately. The amendment of the sign ordinance was ultimately approved by the City Council in October, 2012. The Planning Commission continued their review of the remainder of the amendments at their September meeting, and approved the final version in October, 2012.

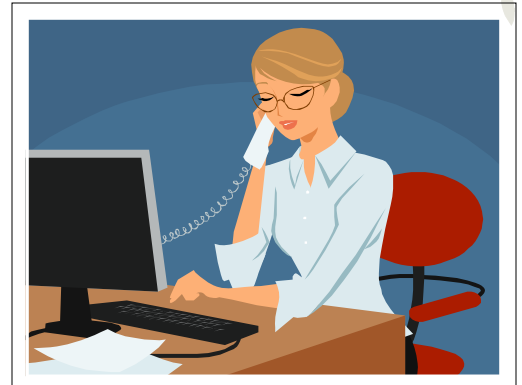
Community Development has also received the first Conditional Use Permit application for a freestanding sign at a church in an RS-6000 zone district, based on the passage of the Sign Clean-up Ordinance.

Administrative Division

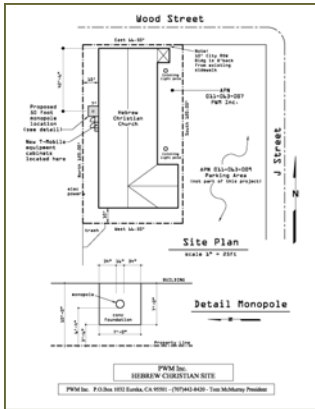
The Administrative Division provides guidance and leadership for, and plans, coordinates, supports and monitors the activities of the Community Development Department.

The Administrative Division provides staff support to boards, commissions, the City Manager and the City Council.

The Administrative Division also provides the administrative support for the entire Community Development Department.



Current Planning Division



The Current Planning Division administers and implements the goals and policies of the General Plan and enforces local, state, and federal zoning and land use regulations including but not limited to the Coastal Act, Subdivision Map Act, and CEQA.

The Current Planning Division reviews all building permits for conformance with zoning and land use regulations, and reviews all business licenses for compliance with zoning regulations.

The Current Planning Division provides information services to the public and other city Departments; meets with property owners and applicants to discuss development proposals; conducts Development Coordination Committee meetings; processes all development applications; provide staff support to the Planning Commission; Historic Preservation Commission; Design Review Committee; and, a variety of ad hoc committees; and, nearly

all other day-to-day planning related tasks and duties

Enforcement Division

The Enforcement Division implements the goals and policies of the General Plan through the enforcement of local Zoning, Land Use, Coastal Zone and Subdivision ordinances. The primary goal of the Enforcement Division is voluntary compliance.

The Enforcement Division oversees, directs and conducts the notification and inspection necessary for abatement of violations in accordance with City policies, procedures and ordinances, and state law.

The division coordinates with other City, local, state and federal regulators on enforcement actions that cross over jurisdictional boundaries.

The Enforcement Division compiles and maintains data and information for all citizen and agency filed complaints, ongoing compliance investigations, abatement proceedings, and violation compli-



Environmental Planning Division



The Environmental Planning Division supports the Community Development Department and other City Departments through planning, implementation, management, and monitoring of a variety of complex projects, programs, and activities.

The Environmental Planning Division aids other City Departments in determining project permit requirements, the environmental review process, and advises on feasible mitigation measures, project management, and compliance monitoring. The Environmental Planning Division completes the environmental work and permit applications and where appropriate, the grant applications for City projects, and assists in project management, grant funds accounting and mitigation monitoring.

Geographic Information Systems Division

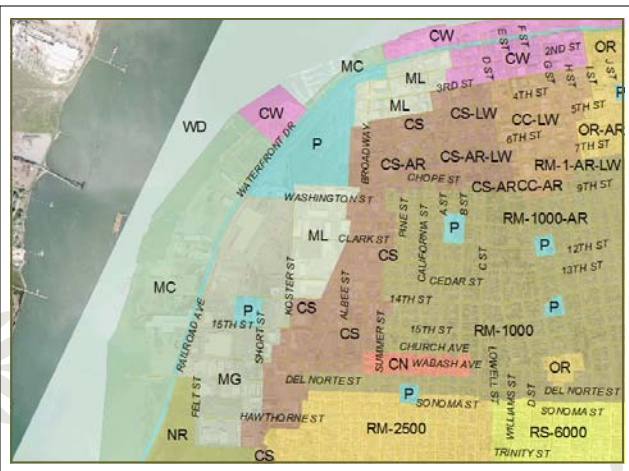
The Geographic Information Systems Division is responsible for the management and support of GIS-related activities throughout the City's different departments.

Major activities include design, development, and maintenance of numerous spatial databases and toolsets, acquisition and data conversion of assessor parcel data, as well as management of all GIS data exchanged between the City of Eureka and outside consultants or contractors.

The GIS division also provides support to all departments for GIS software applications over the City's internal network as well as via web-GIS applications



Long Range Planning Division



The Long Range Planning Division is responsible for updates and amendments to the General Plan; plan interpretation; ordinance implementation; General Plan compliance and consistency determinations; Housing Element review and updates; grant preparation and support; administration for Long Range City Planning; and, annexations and other City reorganization efforts through LAFCO.

In addition, the Long Range Division is responsible for flood plain management, special land use surveys, studies and reports supporting land use decisions as required.

The Long Range Planning Division also processes City projects such as the Elk River Trail and the Coastal Trail.

Summary of Fourth Quarter 2012 Activity

In the fourth quarter of 2012, the Community Development Department held 5 public hearings, and presented 19 new applications to the Design Review Committee, Historic Preservation Commission and Planning Commission for action. The Department presented a Eureka Municipal Code “clean-up” text amendment to the City Council for consideration and action.

Community Development received 55 new project applications. We reviewed approximately 48 building permits and issued 18 Home Occupation permits. We attended 3 Community Improvement Team (CIT) meetings, conducted 9 CIT inspections, and opened no and closed no code compliance cases.

The EIR for the Eureka Pier Hotel, located on the waterfront generally between “D” and “E” Streets is in progress. Once the Draft EIR is complete, it will be released for a 45-day public comment period.

Staff continues to work with the Design Review Committee to update the Design Review Guidelines.

The GIS Division continues to update and maintain existing GIS datasets describing the City of Eureka and HCSD wastewater collection systems to remain current.

The GIS Division continually updates the existing City of Eureka parcel database. Changes in parcel boundaries as dictated by the County Assessor’s Office and various other sources are reflected.

Development and deployment of specific applications for specific departmental needs, such as developing mapping applications with an emphasis on utility information for employees within the maintenance divisions, is an ongoing project

The GIS Division is solely responsible for the requests from various departments for current mapping. These requests occur on a daily basis.

The Lost Coast Brewery project continues to move forward toward construction.

Work continues on construction of the Holiday Inn Express on Wabash, and demolition of the former KVIQ building is anticipated soon.

The Open Door Community Health Center is in compliance with all Conditions of Approval and Mitigation Measures for their project and received Temporary Certificates of Occupancy on December 17th and 24th for various phases of their project.

*To accomplish great things, we must not only act,
but also dream; not only plan, but also believe.*

Anatole France writer

New Faces in Community Development

The Community Development Department was pleased and excited to welcome our new Senior Administrative Secretary, Peggie Allen, on December 6, 2012. Peggie comes to us most recently from St. Joseph's Hospital, and had previously worked for the Math and Science Department at College of the Redwoods where one of her responsibilities was to organize Science Night. Peggie has a Master's and a Bachelor's degree in English from Eastern Illinois University, and an Associate of Arts Degree from Lake Land College, also in English. Peggie is working diligently to learn the ins and outs of the Community Development Department, and assisting Staff with deadlines, organization, meeting follow-up, and assembly of meeting packets for the Planning Commission, Historic Preservation Commission and Design Review Committee. Welcome, Peggie!



On December 17, 2012, the Community Development department was again pleased and excited when we welcomed two new employees. Robert Hilman filled our Assistant/Associate Planner position as an Associate Planner. Robert's educational background includes a BS in Wildlife Management and a BA in Geography with an emphasis on Cartography both from Humboldt State University, and a Masters in City and Regional Planning from Cal Poly San Luis Obispo. Robert has worked most recently as an Associate Planner for a consulting firm in Santa Monica, and has previously worked as a Senior Planner at Planwest Partners in Arcata. Robert has begun to review Building Plan submittals and Design Review applications, and will be working on additional project applications when they are submitted as well as code enforcement responsibilities. He is also currently working on the Clarke Historic District. Welcome, Robert!

Kamala Englin is a Temporary Part-Time Assistant Planner who has a Masters in Community and Regional Planning from the University of Oregon and a BA in History from Lewis and Clark College, as well as Post-Baccalaureate Studies with a focus on Natural Resource Planner at Humboldt State University. Kamala is assisting with the Gulch/Greenway Ordinance, the Clarke Historic District, Section 106 Compliance for CDBG Grant for the building that houses the Discovery Museum, a Land Inventory Update for the Housing Element and policy research for future code updates in preparation for the General Plan Update. Welcome, Kamala!

*Staff and Contact Information***Robert W. Wall, AICP**

Director
rwall@ci.eureka.ca.gov
441-4163

Riley Topolewski

Senior Planner
rtopolewski@ci.eureka.ca.gov
268-1971

Lisa D. Shikany

Principal/Environmental Planner
lshikany@ci.eureka.ca.gov
268-5265

Robert Hilman

Associate Planner
rhilman@ci.eureka.ca.gov
441-4265

Kamala Englin

Temp Part-Time Assistant Planner
kengling@ci.eureka.ca.gov
441-4164

Kristen M. Goetz

Senior Planner
kgoetz@ci.eureka.ca.gov
441-4166

Peggie Allen

Sr. Administrative Assistant
planning@ci.eureka.ca.gov
441-4160

Partial list of Projects, Permits and Ordinances Active in the Fourth Quarter

- ◊ Greenway/Open Space Ordinance
- ◊ Coastal Zoning Regulations Update
- ◊ Group Home Ordinance
- ◊ Design Review Guidelines
- ◊ Marina Center
- ◊ Sphere of Influence update, LAFCO
- ◊ Eureka Waterfront Trail
- ◊ RCAA Trail Grant
- ◊ County General Plan Update
- ◊ Forster Gill Subdivision
- ◊ Clarke Historic District Formation
- ◊ Martin Slough Interceptor
- ◊ PALCO Marsh Phase 1A
- ◊ Waterfront Drive Extension/Del Norte to Truesdale Trail
- ◊ Martin Slough Enhancement
- ◊ Stimulus-Funded Street Improvement Projects
- ◊ PALCO Marsh Properties Vegetation Management
- ◊ Mad River Pipeline Phase 4
- ◊ Parcel 4
- ◊ Review of Parking Regulations
- ◊ Medical Cannabis Ordinance Moratorium
- ◊ Medical Cannabis Dispensary CUP (under moratorium)
- ◊ Lost Coast Brewery
- ◊ Eureka Pier Hotel
- ◊ Sutton Street Vacation
- ◊ Marina Way Vacation
- ◊ EFP/PG&E Remediation CDP
- ◊ Crossan LLA
- ◊ Healy Brothers Building CUP and CDP
- ◊ Butler Valley Farmyard CDP
- ◊ Various Design Review Projects
- ◊ Various Historic Preservation Projects
- ◊ City General Plan Update
- ◊ Street Cleaner Map Reproduction
- ◊ Greater Eureka Area Traffic Demand Model Training
- ◊ Maintenance of Centralized GIS Server
- ◊ Host Regional GIS Users Group
- ◊ Water Distribution System Mapping
- ◊ Wastewater Collection System Mapping
- ◊ Parcel Database Updates
- ◊ Process Daily Requests for Mapping
- ◊ “Safe Routes to School” Walking Maps
- ◊ Historic Property Mapping
- ◊ Community Development Web Applications
- ◊ Utility Viewer Web Application
- ◊ ARC/GIS Server v.10 migration
- ◊ Fire Department Map Books
- ◊ Stormwater Collection System Mapping
- ◊ Update LAN Interactive Maps
- ◊ Wendy’s Demolition and Reconstruction CUP
- ◊ Fairway Drive Property Acquisition
- ◊ Clean-up Text Amendment
- ◊ Jefferson Community Center and Park Environmental Review and CUP
- ◊ Humboldt Seafood Unloaders CDP
- ◊ 2013 Annual Capital Improvement Program Review
- ◊ Immanuel Lutheran Church CUP
- ◊ Sedgfield/Chin Lot Line Adjustment

SUCCESSOR AGENCY, ECONOMIC DEVELOPMENT & HOUSING ACTIVITY REPORT JULY 1, 2012 THROUGH DECEMBER 31, 2012

As of February 1, 2012, the Eureka Redevelopment Agency no longer exists due to ABx1 the “Dissolution Act”. The “Successor Agency” Staff are currently in the process of complying with the Dissolution Act requirements. This includes establishing and preparing agendas/staff reports for both the “Successor Agency” and the “Oversight Committee”, and providing information to the State Department of Finance, State Controller and County Auditor Controller. The non redevelopment funded activities, previously housed in the Redevelopment Agency are now referred to as City’s Economic Development & Housing Department. The following lists the cumulative activities from July 1, 2012 through December 31, 2012 as well as each program’s objectives.

SUCCESSOR AGENCY

PROGRAM OBJECTIVES:

- Comply with the requirements of the “Dissolution Act”.

PROGRAM ACHIEVEMENTS:

ADMINISTRATION

- ◆ ***“Successor Agency”***—In order to comply with “Dissolution Act” staff prepared the following:
 - ✓ Adoption of Resolution approving the 3rd Recognized Obligation Payment Schedule (ROPS#3) for the time period beginning January 1, 2013 and ending June 30, 2013.
- ◆ ***“Oversight Board”***—The following actions were taken, approved and submitted to the Department of Finance for their review:
 - ✓ Adoption of Resolution approving the 3rd Recognized Obligation Payment Schedule (ROPS#3) for the time period beginning January 1, 2013 and ending June 30, 2013.
 - ✓ Public comment on the Due Diligence Review of the Low and Moderate Income Housing Fund.
 - ✓ Adoption of Resolution taking specified actions with respect to the Housing Fund Due Diligence Review pursuant to Health and Safety Code Sections 34179.5 and 34179.6.
 - ✓ Public comment on the Due Diligence Review of the “Other Funds”.
 - ✓ Adoption of Resolution taking specified actions with respect to the “Other Funds” Due Diligence Review pursuant to Health and Safety Code Sections 34179.5 and 34179.6.
 - ✓ Review and Resolution was forwarded to the Department of Finance (DOF).
 - ✓ The DOF has requested additional information. Finance is coordinating the response.

- ◆ **AB 1484 (Redevelopment Dissolution/Unwind Trailer Bill)**—As part of the FY 2012-13 State budget package, AB 1484 was passed by the legislature and subsequently signed by the Governor on June 27, 2012. The primary purpose is to make technical and substantive amendments to the Dissolution Act based on experience to-date at the state and local level in implementing that act. AB 1484 took immediate effect upon signature by the Governor. Staff completed the following to comply with the requirements of AB 1484:
 - Eureka Housing Successor Agency Asset Report
 - LMIHF Due Diligence Review
 - Due Diligence Review of “Other Funds”
- ◆ **Meet and Confer with DOF**—AB 1484 allows for a “Meet and Confer” with the DOF on specified issues. Meet and Confer can only be used for new determinations and cannot be used to change decisions made prior to the enactment of AB 1484. The specific topics authorized in AB 1484 for meet and confer are ROPS submittals, beginning with the January 2013 through June 2013, Housing Assets Submittals and Due Diligence reviews.

Successor Agency and City Staff with Special Legal Council met with the DOF regarding disputes with the DOF’s determination on ROPS3 and the Housing Due Diligence review. As a result of those meetings, several determinations were over-turned in favor of the Successor Agency.

PRIVATE DEVELOPMENT ACTIVITY

- ◆ **Exclusive Right to Negotiate (ERTN)**
 - **Dock B Coastal Dependent Industrial Property, David Schneider**—Mr. Schneider proposes to construct a cargo storage area which could accommodate up to 300 containers, 5 million board feet of logs or cargo associated with a 600 foot cargo ship. The following activities occurred in 2010-2012:
 - ✓ A \$10,000 deposit was received from the developer
 - ✓ A Coastal Development Permit was approved by City Council in January, 2011
 - ✓ Updated appraisal completed.
 - ✓ DDA approved by City Council in July 2011.
 - ✓ Property title issues, created by the Redevelopment dissolution, were resolved.
 - ✓ Escrow closed on December 31, 2012. Staff will be recommending to Council that the proceeds from the sale (\$248,493.80) be used towards the completion of the Seafood Café and Retail Counter project at the Fisherman’s Terminal.
 - **Old Town Carriage Company**—The Old Town Carriage Company project includes deconstructing the H.H. Buhne Warehouse building and using salvageable components of the building to construct a new building on the corner of Waterfront Drive and “C” Streets. The deconstruction is complete and the materials are stored for future use. The 1st floor will be the stable for the horse and carriage business with the 2nd floor providing living quarters for the caretaker. The owner of the Old Town Carriage Company has notified the City of his intention to sell the business and leave the area. Once the business sells, staff will meet with the new owner regarding their interest in completing the project.

- **Mission: SwimPossible**—No activity during this report period. Staff has attempted to contact the project proponents without success.

◆ ***Disposition and Development Agreements (DDA)***

- **Redwood Coast Hotel**—Staff met with the Developer as needed. Community Development continues to work with ESA to complete the EIR. EWP, LLC and Feuerwerker Properties Partners submitted a letter to the City affirming that a joint venture agreement has been finalized between the two, pending the execution of the DDA between the City and EWP.
- **Open Door Community Health Centers**—ERTN for the purchase and development of Agency property on Tydd Street for a 39,000 square foot community health center. The following activities occurred:
 - ✓ A deposit of \$10,000 was received from developer.
 - ✓ Appraisal was completed.
 - ✓ DDA approved by City Council on June 7, 2011.
 - ✓ Escrow closed.
 - ✓ Official groundbreaking was held in October, 2011.
 - ✓ The Clinic opened on December 26th and since that time over 1,000 patients have been treated. Herrmann Spetzler, CEO of OPEN DOOR Community Health Centers has offered to take City Council and Staff on a private tour of the facility.

NON-HOUSING GRANT ACTIVITY

- ◆ ***CDBG Public Hearings***—On January 22, 2013 at 12:15 p.m. at City Hall Council Chambers, staff will conduct a CDBG public hearing to discuss and solicit comment on the Final Grantee Performance Report for CDBG Grant #09-STBG-6037 (North Coast Veteran's Resource Center (NCVRC) Building Improvements/Program Operations, and the Humboldt Community Access Resource Center (HCAR) Building Improvements).
- ◆ ***Humboldt Community Access and Resource Center (HCAR) Sunrise Plaza Building***—As a 10% Set-Aside Activity of the CDBG FY 2008/09 General Allocation grant, \$12,000 will be received by the City to assist the Humboldt Community Access and Resource Center ("HCAR") in completing Phase II improvements of the HCAR/Sunrise Plaza Building in Eureka. Also committed to the HCAR project by City Council Resolution is a total of \$300,000 of the City's Program Income. Adams Construction was the successful bidder on this project and began construction September 26, 2011. All improvements have been completed. This CDBG grant expired on 12/31/12. Staff will prepare all required closeout documents and submit them to the State by the end of January 2013.

The City is required by the State CDBG program to conduct on-site monitoring visits with CDBG Subrecipients who are granted CDBG funds to carry out a CDBG activity. A monitoring visit was last held on Tuesday, May 1, 2012 at the HCAR/Sunrise Plaza Building to review CDBG administrative and regulatory compliance. The City will continue to monitor this CDBG grant activity for five years after grant expiration as required by the State.

ECONOMIC DEVELOPMENT

PROGRAM OBJECTIVES:

- Administer the Business Revolving Loan Program to encourage business start-ups and expansions within the City of Eureka.
- Market and administer the Eureka Enterprise Zone to the business and financial communities.
- Act as a City liaison with the business, financial, and economic development communities.
- Ensure compliance with all federal and state CDBG requirements and procedures.
- Be actively involved in the California Enterprise Zone Association to influence legislative changes to enhance the Zone's benefits to business.
- Maintain open communication with the Business, Transportation and Housing Agency to ensure inclusion in appropriate business location leads.
- Develop relationships with federal and state funding agencies as well as legislative representatives to assist the City in accessing financial and technical assistance.
- Complete Foreign Trade Zone implementation.
- Develop Business Retention and Expansion Visitation Program and conduct regularly scheduled visitations to Eureka companies with 10 or more employees.

PROGRAM ACHIEVEMENTS:

FOREIGN TRADE ZONE

- ◆ ***Administration***—No Activity.

REVOLVING BUSINESS LOAN PROGRAM

- ◆ ***Administration***—continued to monitor open loans and market program to lending institutions and potential borrowers. Staff continues to meet with prospective businesses interested in starting, relocating or expanding a business in Eureka. The following loan is active:
 - ***Mycelia Sands*** ~ a commercial mushroom business has begun processing and selling mushrooms. Two to three jobs are estimated to be created.
- ◆ ***2010 Enterprise Fund Grant***, —Staff submitted an application to the CDBG Program for a \$500,000 Revolving Loan Fund. The following actions were completed:
 - Staff completed the RFP for Underwriting and Business Plan Review of the RLF.
 - Arcata Economic Development Corporation (AEDC) was selected as the Underwriter for the RLF Underwriting process.
 - Received confirmation from HCD to begin loan review and processing.
 - Staff has begun setting prospective borrowers appointments. Three prospective businesses have expressed interest in applying for loan funds.
 - Staff is creating a new loan evaluating committee. So far two individuals have confirmed.

- ◆ ***CDBG Economic Development Allocation, Over-the-Counter Component***—Staff is working with several businesses to identify potential funding sources for business expansion.
 - HCD has been working with staff and Northern California Indian Development Council (NCIDC) on an OTC to assist NCIDC to complete the URM, Façade and Roof on the Carson Block Building. The new funding opportunity is through HUD OTC historic preservation monies.
- ◆ ***State of California 2012 CDBG SuperNOFA Grant Application Planning and Technical***—The City of Eureka received a Notice of Award from the State on August 27, 2012 for the CDBG NOFA Funding in the amount of \$100,000. Two Planning and Technical grants were awarded; Business Readi! and Pre-Feasibility Funding Study for the Alternative Railroad Route.
 - **The Railroad Alternative Route Pre-Feasibility Study** is underway. Several groups have begun speaking and garnishing support across the region of several counties. As soon as HCD approves release of funds the study will begin.
 - **The Business Readi! Planning and Technical** will begin in full swing; encouraging City Hall to be a positive business atmosphere, including a second phase customer service training, and educational Buy Local Program, partially funding auditing, review and assessment of the City's Muni Code, Research the need for a Business Accelerator (Incubator), working with businesses to 'grow from within through Economic Gardening'.

ENTERPRISE ZONE PROGRAM

- ◆ ***Eureka Enterprise Zone Activity***
 - **Administration**—Administer and market the program in compliance with the State rules and regulations.
 - ✓ **Employee Hiring Credit Vouchers Issued**—Staff issued 217 Employee Hiring Credit Vouchers to EZ businesses during this period.
 - ✓ **Business License Waivers Issued**—42
 - ✓ **Business Information Packets Distributed**—33
 - ✓ **Expansion of the Enterprise Zone 2011** – This expansion process was started in 2010 and was delayed due to the State moratorium on Enterprise Zone program activities.
 - ✓ **Enterprise Zone Voucher Training** – With recent changes in staffing, an in-house training session was completed. Sharon King and Judy Harrison now manage the EZ vouchering process.
 - ✓ **Proposed Program Changes**—Attended a meeting with CAEZ members and HCD Staff regarding proposed regulations for State Enterprise Zones. The changes are significant and will negatively impact the program. Staff will continue to monitor and provide input as requested by CAEZ to help minimize the damage.

EUREKA MAIN STREET PROGRAM

- ◆ ***Eureka Main Street Program***—Serve as City Liaison

CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY (CEDA)

- ◆ ***California Enterprise Development Authority Board***—As Board Member, attend meetings to review and approve capital to California small and medium sized businesses for expansion and job creation through an innovative gap financing program. Financing is a combination of tax-exempt industrial bonds (IDB's) and below market-rate second mortgages resulting in a lower down payment and lower blended interest rates than commercial lenders. CEDA has 62 members. Since July CEDA has completed 5 transactions totaling \$59.2 million.

CA ASSOCIATION FOR LOCAL ECONOMIC DEVELOPMENT

- ◆ ***California Association for Local Economic Development (CALED) Board***—As Chair of the CALED Board of Directors, presides over quarterly board meetings and actively supported/opposed legislation affecting economic development in the State. CALED represents 750 Economic Development organizations and professionals primarily in California. The Annual Conference will be held in Long Beach beginning April 9th.

UPSTATE CALIFORNIA ECONOMIC DEVELOPMENT COMMISSION

- ◆ ***Upstate California Economic Development Commission—UCEDC***—The mission of UCEDC is to cooperatively market the region (Northern California from Sacramento to the Oregon border) to new and existing businesses in support of the regional effort to diversify the economy, increase employment and enhance the quality of life. Staff attends quarterly board meetings, and serves as Chief Financial Officer for the group. UCEDC has strengthened its efforts to attract relocating businesses from other parts of the state and from outside of California by updating its website, attending tradeshow for targeted industries and authorizing our executive director to increase outreach efforts. As of 2012, Upstate has changed focus to putting energy into Food Production activities. It was realized during a bi-monthly meeting, that Food Production was a commonality to all Upstate Counties.

The 2012 Upstate Annual Conference was held at the Eureka Public Marina on October 12th & 13th. The conference dinner, “An Enchanted Evening at the Zoo” was organized and hosted by the City of Eureka Economic Development staff.

MARKETING

- ◆ ***National Recognition***—Eureka and Ferndale were both named winners in the Paint Quality Institute's “Prettiest Painted Places in America.” The contest, sponsored by USA Today, the New York Times, HGTV and Smart Money, looked at 200 communities and picked 12 as winners.
- ◆ ***Website Update***—Economic Development and Housing information will be combined with the City of Eureka's website. Staff has been working with the web page designer to change all references to the old redevelopment. Also staff has been changing all documents for economic development and housing which reference redevelopment.
- ◆ ***Tour of California*** - Staff will be working with a committee on the Tour of California.
- ◆ ***Henderson Center Merchants Assoc*** – Staff attends Merchants meetings and acts as a liaison.
- ◆ ***Prosperity*** – As possible, staff attends meetings and represents the City.

HOUSING & HOUSING SUCCESSOR ACTIVITIES

PROGRAM OBJECTIVES

- Provide adequate sites and promote the development of new housing to accommodate Eureka's fair share housing allocation for very low, low and moderate-income residents.
- Encourage the maintenance, improvement and rehabilitation of Eureka's existing housing stock and residential neighborhoods.
- Insure the provision of quality housing opportunities for very low-income citizens.
- Assist in the elimination of substandard and deteriorated housing while preserving the neighborhood community.
- Increase, improve and preserve the community's supply of very low or low-income housing.

PROGRAM ACHIEVEMENTS

◆ CDBG Housing Rehabilitation Program Income Fund #277 (Grant Years 1989, 1994)

➤ Housing Rehabilitation Completed	0
➤ Housing Loans Monitored Owner Occupied Rehabilitation	16
➤ Housing Pending Applications	1
➤ Housing Loans Declined	0
➤ Housing Rehabilitation Under Construction	0
➤ Loans Paid in Full (1 Pending)	0

◆ 2012 CDBG SUPERNOFA Grant Award \$600,000 Homebuyer Acquisition with Rehabilitation (Pending Environmental Review Period, First Mortgage Lender RFP, and Release of Funding)

➤ Homebuyer Downpayment Assistance Loans Completed	0
➤ Homebuyer Loans Monitored	0
➤ Homebuyer Pre-Screen Waiting List	31
➤ Homebuyer Loans Declined	0
➤ Homebuyer with Rehabilitation Under Construction	0

◆ 2012 CDBG SUPERNOFA Grant Award \$400,000 Owner Occupied Rehabilitation (Pending Release of Funding)

➤ Housing Rehabilitation Completed	0
➤ Housing Loans Monitored	0
➤ Housing Rehabilitation Waiting List	17
➤ Housing Pending Applications	0
➤ Housing Rehabilitation Loans Declined	0

◆ HUD Rental Rehab Fund #285

➤ Rental Rehab Projects Waiting List	1
➤ Rental Rehab Applications Mailed	1

◆ ***Housing Successor Fund #295 (Previously Low and Moderate Income Housing Program) Funds Frozen Since State Take of Funds in 2011 and Redevelopment Agency Eliminations in February 2012.***

➤ Rental Rehabilitation Loans Monitored	9
➤ First Time Homebuyer Loans Monitored	71
➤ Owner Occupied Housing Loans Monitored	11
➤ Subordinations (1 Completed, 2 Pending)	1
➤ Housing Rehabilitation Waiting List (Moderate Income)	4
➤ Loan Term Extension Approved	1
➤ Loans Paid in Full	4

◆ ***HOME Program Income Fund #276 (Grants Years 1998, 2000, 2001, & 2003)***

➤ Housing Rehabilitation Loans Monitored	9
➤ First Time Homebuyer Loans Monitored	8
➤ Loans Paid in Full (1 Pending)	1

◆ ***LOCAL Program Income Fund #291***

➤ Wheelchair Ramp Grants (Repair Only)	1
➤ Dumpsters Provided (20 Per Calendar Year)	5
➤ Senior Home Repair Grants	16
➤ Housing Rehabilitation Completed	0
➤ Housing Loans Monitored	5
➤ Rental Loans Monitored	1
➤ Graffiti Grants	0
➤ Waiting List (Moderate Income Households Only/Lack of Funds)	5
➤ Paint Up/Fix Up Grant (Emergency Previous HOME Borrower – Roof Repair Only)	1

◆ ***CALHOME Program Income Fund #278 (Grant Year 2006)***

➤ Housing Loans Monitored	7
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◆ ***Other Miscellaneous Default/Foreclosure Loan Activities***

➤ Defaulted Loans in Foreclosures Process (Hawthorne)	1
➤ Agency Owned Properties Through Default	4
➤ Loans in Default Requiring Assumption/Loan Increase/Loan Modification	4

HOUSING REHABILITATION/NEIGHBORHOOD UPGRADE ACTIVITY

- ◆ ***Community Development Block Grant Program Income (CDBG-PI) Funds*** –\$100,000 was budgeted for FY 2012-13 for owner occupied rehabilitation loans, with an additional \$10,000 for Lead Based Paint Grants, and \$4,500 for Relocation Grants. These funds are revolving funds which accumulate from repayments of past CDBG program loans. As the balance increases, these funds are then expended for allowable program uses. A Notice of Request for Release of Funds has been received on the program income funds. The Homebuyer program guidelines are scheduled to be reviewed by City Council on February 5, 2013, and completion of the environmental review public hearing process should be completed by the end of February 2013.

- ◆ *State of California 2012 CDBG SuperNOFA Grant Application (Homebuyer Acquisition with Rehabilitation & Owner Occupied Housing Rehabilitation Programs)* The City of Eureka received a Notice of Award from the State on August 27, 2012 for the CDBG 2012 NOFA Combo funding in the amount of \$1,000,000 (\$600,000 for Homebuyer Acquisition with Rehabilitation and \$400,000 for Owner Occupied Housing Rehabilitation). These funds may be transferred between the Homebuyer and Rehabilitation programs, with CDBG authorization. The completed CDBG Homebuyer Acquisition with Rehabilitation Guidelines and associated documents are to provide low income households the downpayment assistance funds necessary to affordably purchase a single family residence within the city limits of Eureka and to provide required health and safety repairs to bring the newly purchased home into compliance with local Building Codes. Staff also completed new CDBG Owner Occupied Housing Rehabilitation Guidelines to fund health and safety repairs to low income households located within the city limits. New Guidelines were necessary to update obsolete guidelines and for inclusion in the City's SuperNOFA application to score readiness points. Staff is currently finalizing the loan legal documents, environmental, and Homebuyer environmental public hearing process for the release of funds. The Standard Agreement has been signed with no special conditions and a request for release of funds is expected on both housing funds by the end of February 2013.
- ◆ ***HUD Rental Rehabilitation Program*** – This fiscal year, \$90,000 has been budgeted for rental rehabilitation loan(s). An additional \$10,000 has been budgeted for Lead Based Paint Hazard Mitigation Grants, if required. The interest rates for these loans are tied to the City's Cost of Funds and are for health and safety repairs to rental units. The property owners will be required to record covenants to keep the rents affordable and to rent to low income households and be subject to annual reporting. The covenants are required for the term of the loan. Six handouts were mailed with one applicant requesting an application mid December. There is currently one interested party on the Waiting List who does not yet own the property to be rehabilitated. There are no "HUD Rental Rehabilitation Program" loans currently on record with the City. The funds are revolving in that once these funds are provided in a loan, there will be no future funding until repayment.
- ◆ ***Housing Successor to the Eliminated Eureka Redevelopment Agency Low and Moderate Income Housing Fund (LMIHF)/First Time Homebuyer, Owner Occupied & Rental Rehabilitation Programs*** – The Housing duties and existing assets were transferred to the City of Eureka as Housing Successor as authorized by the City Council on January 10, 2012, and by the Oversight Board on May 13, 2012. Due to the Governor's "Take" of Redevelopment Agency funds beginning in Fiscal Year 2010-2011, and the subsequent Redevelopment Agency elimination on February 1, 2012, all Low and Moderate Income Housing Funds were suspended until further notice. All repaid loan funds, since the transfer of Housing assets to the Housing Successor have been deposited in a revolving loan account (Housing Successor Program Income Account) and are to be used for future program eligible uses. This fund balance is approximately \$188,000. Authorization for the use of these program income funds is pending legal council's determination. The management of loan default activities, loan servicing (subordinations/payoffs), and acquired property management continues by staff.

- ◆ **Housing Successor “Meet & Confer” with State Department of Finance (Regarding ROPS II-III)**-David Tyson, Cindy Trobitz-Thomas, Eric Neumann, and Melinda Petersen met with the City’s Legal Consultant, Karen Tiedemann (Goldfarb & Limpan, LLP), and Department of Finance (DOF) staff on November 29, 2012 at 11:00am in Sacramento to discuss the previous denial of payments of Low and Moderate Income Housing Funds from the DOF approved Recognized Obligation Payment Schedule II (Jan-June 2012). On December 18, 2012, the State DOF submitted a letter of determination finding they no longer objected to the Housing Line Items 40-47 of the ROP Schedule II and authorized payment of \$317,849 for the Housing Successor. The approval consists of \$100,000 for Maintaining Housing Assets, \$95,000 for Housing Loans, with the balance of \$122,489 for Misc. Housing Successor Costs.

- ◆ ***CalHome Program Income Funds*** - The City was awarded a CalHome grant of \$600,000 in 2007 for the purpose of restoring substandard owner occupied residential units located within the City limits of Eureka. This grant provided nine owner occupied rehabilitation loans for health and safety repairs to upgrade homes. These loans were for low income eligible applicants at 3% interest with deferred payments for 30 years and were administered by City staff. Currently, there is approximately \$80,000 in program income (loans repaid) which can be reused for owner occupied rehabilitation loans. Up to 10% of the total grant amount could be used for activity delivery costs associated with the loans.

- ◆ ***HOME Program Income Fund***-The City has received and administered multiple State of California Home program grants in the form of owner occupied rehabilitation loans. When these loans are repaid, the funds are deposited into this revolving program income account to be reused for other program eligible purposes. For Fiscal Year 2012-13, \$600,000 was budgeted for loans. Funds are anticipated to be used for owner occupied housing rehabilitation or for an affordable housing or rental rehabilitation project. The HOME Program Housing Rehabilitation Program Guidelines and Environmental Reviews are currently under review by the HOME Program.

- ◆ ***County of Humboldt CDBG Planning & Technical Assistance Grant for the Feasibility Study of an Acquisition and Rehabilitation Program of Vacant and Foreclosed Single Family Homes Suitable for Placement into an Existing or a Community Land Trust First Time Homebuyer Program*** – Humboldt Bay Housing Development Corporation (HBHDC) approached the City to request an application to the State of California Community Development Block Grant Program for funding for a Feasibility Study as a Planning and Technical Assistance Grant. The State CDBG Program received a near identical application from the County of Humboldt and awarded this Planning & Technical Assistance Grant to the County of Humboldt, with instructions that the activity represent City of Eureka data and should be shared between the jurisdictions. Staff attended the first meeting to discuss “Foreclosure Response Working Group Issues” on September 27, 2012. A second meeting will be scheduled in January 2013. Once the Feasibility Study is complete, HBHDC will be researching funding sources to seed the most viable program, based upon the results of the data.

- ◆ ***LOCAL Fund/Owner Occupied Rehabilitation***-Of the \$40,000 budgeted for the LOCAL owner occupied rehabilitation loan program for FY 2012-13, none of the funds have been expended. One loan in the amount of \$40,000 is available to a moderate income household. Since the elimination of Redevelopment Agencies on February 1, 2012, the only other source

of moderate income household loans was the Eureka Redevelopment Agency's Low and Moderate Income Housing Fund which was frozen. Therefore, these LOCAL funds are the only source of moderate income household loans or grants. There are currently five LOCAL owner occupied rehabilitation loans and one rental rehabilitation loan being monitored with revenue generated into this account only upon repayment of the loan. Therefore, it is critical to limit the number of grants in the future and to use repayments for loans which are required to be repaid. It is anticipated that the \$1 Million CDBG SuperNofa awarded in August, may free a percentage of CDBG Program Income to be set aside for grant programs for the low income. Moderate income households would be excluded from these services by the funding sources in the future. Currently \$5,000 is budgeted for Misc. Community Grants (i.e. Wheelchair, Graffiti Removal, Demolition, and Sanitary Sewer Connection Fee), \$5,000 for Relocation, \$8,000 for the Senior Small Home Repair Program, \$250 for Dumpster, and \$5,000 for required Lead Based Paint Hazard Mitigation grants.

- ◆ *Humboldt Housing & Homeless Coalition's (HHHC) 2012-13 Grant Writing Consultant Fees*—The Humboldt Housing and Homeless Coalition on August 13, 2012, requested that the City of Eureka provide \$3,000 toward consultant fees of \$12,000 payable to HomeBase, a San Francisco non-profit consulting organization, for the preparation of a 2012 Supportive Housing Grant application which may support services, up to \$600,000 (last year's award was \$638,308) to local homeless individuals and families throughout the County, if awarded. The City of Eureka has contributed annually to these Consultant fees since 2005, although Staff this year recommended denial of the \$3,000 request due to a lack of funding sources, the Housing Advisory Board authorized \$2,000 of the \$3,000 from dwindling LOCAL funds. A request was forwarded to the City Council on October 16, 2012, and was approved in the original amount of \$3,000 from the City's John Dodd Robinson Bequest Fund. The check was issued on October 29, 2012.

GRANT PROGRAM ACTIVITY

- ◆ *Dumpsters*—Eureka City Garbage provides 20 free dumpsters every January 1st to the City of Eureka to assist low income homeowners and neighborhoods (based upon need). City staff also works with the City's Fire and Building Departments to assist in providing dumpsters for Nuisance Abatement residential problem properties within the city limits. Since January 1, 2012, 18 free dumpsters have been disbursed and an additional 20 dumpsters will be provided for calendar year 2013 on January 1, 2013.
- ◆ *Graffiti Kit Program*—The City, in cooperation with Shafer's Ace Hardware provides Graffiti Clean-up kits to those single family and multi-family residential property owners whose properties have been a target of graffiti. To be eligible, the property must be located within the Eureka city limits. The kits are available to eligible property owners at \$5 per kit and consist of 1 quart of latex paint, a free paint color match by Shafer's staff, a 2" paint brush, clean up cloth, drop cloth, stir stick, and wet paint sign.

- ◆ ***Paint Up/Fix Up Program***—This popular Grant Program has previously been budgeted from the LOCAL & LMIHF funds until funding became extremely limited or dis-allowed, therefore no funding was budgeted this year, although a small emergency grant in the amount of \$490 was provided to a previous housing rehabilitation loan program recipient to repair a leaking roof from the LOCAL funds. With the 2012 CDBG SuperNOFA award from the State of California, it is anticipated that homeownership and owner occupied rehabilitation funds will be available from the new grant award, thus allowing a percentage of the CDBG Program Income funds to be set aside for grant uses. With the anticipation of this program being tied to CDBG Program Income, the qualifying eligibility will be more strict, adhering to CDBG guidelines (low income and less only), and the guidelines will be restructured with more emphasis on Energy Efficient Repairs and Emergency Housing Repairs. There are currently 112 applicants on the waiting list.
- ◆ ***Senior Home Repair Program***—In FY 2012-13 the City appropriated \$8,000 from the LOCAL fund, for the Humboldt Senior Resource Center to administer the “Senior Home Repair Program”. These grants provide small home repairs to income qualified seniors, over 60 years of age, ranging from grab bars to leaky faucets and running toilets. To date, \$2,312 has been expended to assist 16 seniors in need of repairs to help them retain occupancy in their homes.
- ◆ ***Wheelchair Ramp Grant Program***—This grant program funding has been frozen except for emergency repairs or provision while funding lasts. In Fiscal Year 2012-13, \$5,000 was budgeted for the combined Wheelchair Ramp, Graffiti Kit, Demolition, and Sanitary Sewer Connection Fee Grant Program. One emergency Wheelchair Ramp Grant repair in the amount of \$1,630 was completed on a ramp previously constructed through the program.

TRANSITIONAL HOUSING ACTIVITY

- ◆ ***North Coast Veterans Resource Center (NCVRC)-Veterans Transitional Housing Facility***—Economic Development and Housing staff continue to monitor this Community Development Block Grant funded project. On July 17, 2008, the City of Eureka received notification that Eureka had been awarded a conditional commitment of additional grant funds in the amount of \$1,500,000 from the FY 2008/2009, General Allocation of the State Community Development Block Grant (CDBG) Program for the North Coast Veterans Resource Center. \$1 Million will be used to assist the North Coast Veterans Resource Center (the “NCVRC”) in the financing of Phase II of the rehabilitation of a Veteran’s Transitional Housing facility in Eureka, and \$500,000 will assist the Veterans in providing additional program services. The City of Eureka has previously secured CDBG grant funding for the Veteran’s project in the amount of \$201,000 which was used to assist the Veteran’s in the acquisition of the facility site. The center was completed and opened on March 12, 2011, and will provide 34 beds for homeless Veteran’s, as well as program services to all Veterans. This CDBG grant expired on 12/31/12.
- ◆ The City is required by the State CDBG program to conduct on-site monitoring visits with CDBG Subrecipients who are granted CDBG funds to carry out a CDBG activity. A monitoring visit was held on Thursday, May 3, 2012 at the NCVRC to review CDBG administrative and regulatory compliance. The City will continue to monitor this CDBG grant activity for five years after grant expiration as required by the State.

LOAN SERVICING

- ◆ ***Annual Monitoring of Loan Term Compliance for All First Time Homebuyer Program Borrowers, Owner Occupied Rehabilitation loans, and Rental Rehabilitation Loans.***-All 141 loans in the City's AmeriNational Community Services loan portfolio are monitored annually, for program compliance (i.e. property taxes and insurance coverage policies). Most insurance monitoring is provided by AmeriNational Community Services, a third party loan servicing provider. Owner occupancy is verified on all single family residences (Homebuyer & Rehabilitation) by City staff. Those rental income properties with recorded affordable rents and low income tenants must be monitored regularly by City staff for compliance. All First Time Homebuyer's must provide proof of residency annually. Loan subordinations, defaults, maturities, payoffs, extensions, modifications of terms, and all other aspects of loan servicing are handled by City staff.
- ◆ ***Short Sale Authorization***—A Short Sale was authorized for a first time homeowner (LMIHF) who purchased a condominium for \$205,000 in 2006 and has a willing buyer at \$199,900. Consideration for the current decreased value of real estate, household's future overcrowding situation and a willing buyer's equitable purchase price offer were the basis for consideration and approval. The City retained \$113,986 of the \$120,000 original principal balance.

DEFAULTS/FORECLOSURES

- ◆ ***Default/Foreclosures Update***

Three Homebuyer Loan (LMIHF) defaults were analyzed and authorized for the City's foreclosure process. AmeriNational Community Services is nearing the final foreclosure process. The Borrowers have the ability to bring the loan current before a sale at the Court House steps. If no offer to buy, the property will transfer to the Housing Successor in order to be sold to the public or to another Homebuyer (pending availability of funding). (Details of current and future Housing Asset uses are still being determined by the State Department of Finance.)

- **Payne: Homebuyer Loan (LMIHF)** is in default for non-occupancy by the Borrower (Deceased) and the son (who continued to occupy the home as his primary residence) is working to transfer the property into his name to assume the loan. He is currently making first mortgage payments and working with an attorney.
- **Geir: CDBG tax default rehabilitation loan.** Borrower is applying for a loan increase to bring the five year property tax delinquency current. Loan increase is pending completed Borrower's application and position of liens on title.
- **Mahony: LOCAL rehabilitation loan** is in default for non-occupancy by the Borrower (Deceased) and the son is applying to assume the loan with a small increase to cover title fees to transfer the property. Son is currently cleaning and rehabilitating property for inspection before City assistance. Living Trust will provide clear title transfer for minimal fee at Title Company.
- **Yates: Homebuyer Loan (LMIHF)** is in default for non-payment of first mortgage for over 90 days, effective January 1, 2013. The City is currently in the process of checking liens and judgments to complete foreclosure analysis to determine feasibility of City's pursuit of foreclosure from a second lien position on title.

HOUSING SUCCESSOR PROPERTIES

- ◆ ***Acquisition of Property at 2311 Hillside Drive, Eureka*** - On December 11, 2012, this property was offered for sale through a Trustee's Sale at the Courthouse steps with no buyers, thereby transferring the property to the City's Housing Successor if accepted. Once the legal documentation is received and accepted by the City, the transfer documents are notarized and recorded. After transfer, City staff will inspect the property for tenants and will begin eviction service, if necessary. The 1st mortgage loan will be paid in full until the property can be fixed and resold through the CDBG Homebuyer Program to a new homeowner.
- ◆ ***Acquisition of Property at 1710 16th Street, Eureka***-On June 15, 2010, the First Time Homebuyers of 1710 16th Street in Eureka became 3 months delinquent on their 1st mortgage and requested the Agency allow a short sale. The Redevelopment Agency suggested a "Deed in Lieu of Foreclosure". The homeowner had lost his employment and was leaving the area to pursue gainful employment, thus was unable to place the property on the market for sale as they would not be in the area and they felt there was no equity in the property to be a benefit. As they felt they were upside down in their home, they agreed to a "Deed in Lieu of Foreclosure". The City acquired ownership on June 15, 2010, and paid the first mortgage in full. The property has been cleaned, rekeyed, maintained, and has provided relocation for a homeowner who has undergone major residential rehabilitation of her property under the Agency's CalHome and CDBG program. The temporarily relocated tenants vacated in July 2012, and the property will receive minor repairs and maintenance from the Housing Successor (LMIHF) Program Income funds and sale to a First Time Homebuyer, or is sold to the public "as is".
- ◆ ***Acquisition of Property at 2315 Pine Street, Eureka***-The First Time Homebuyer of this property was delinquent with 1st mortgage payments and the Agency filed foreclosure and acquired the property on August 20, 2010, due to a lack of buyers at the Trustee's Sale. The "Trustee's Deed Upon Sale" was recorded on September 28, 2010, transferring ownership to the Eureka Redevelopment Agency. The 1st mortgage lien holder was paid in full by the Agency and the property is now under City Housing Successor ownership. The tenants vacated the property on January 31, 2011, after the property suffered a suspicious fire in the master bedroom causing approximately \$20,000 in damage. A rehabilitation scope of work is being drafted for rehabilitation with funding from the Housing Successor (previously LMIHF) Program Income funds of this property for future sale through the City's CDBG Homebuyer Program.
- ◆ ***Acquisition of Property at 3405 Glen Street, Eureka***-The First Time Homebuyer of this property was delinquent with first mortgage payments and agreed to a "Deed in Lieu of Foreclosure" as he had suffered a disabling injury and could no longer work. The property was transferred to the Agency on May 3, 2011, and the tenant vacated on May 31, 2011. The First Mortgage lien holder was paid in full by the Agency and the property is now under City Housing Successor ownership. This property is to receive rehabilitation from the Housing Successor (previously LMIHF) Program Income funds before being sold through the CDBG Homebuyer Program.

HOUSING ADVISORY BOARD ACTIVITY

- ◆ ***Housing Advisory Board (HAB)*** — The HAB continues to upgrade the City's housing stock by providing low interest loans to low income residents through the Housing Rehabilitation loan programs, Senior Home Repair Program, Rental Housing Program, Wheelchair Ramp Grant Program, the implementation of the Housing Element and Implementation Plan, Lead Based Paint Hazard Reduction Grant program, Temporary Relocation Program, and general loan servicing of the approximate 141 loan files, and other general business related to loan and grant implementation.

The July, August, September, November & December 2012 Regular Board Meetings of the Housing Advisory Board Were Canceled Due to a Lack of Items.

October 8, 2012 Regular Meeting:

Approval of June 11, 2012 Minute Orders
Wildearth CalHOME Subordination - Conditional Approval
FY 2012-2013 Budget Review (Mid Year)
Request for Humboldt Housing & Homeless Coalition Consultant Fees:
Approved & Forwarded to City Council for Funding Source
Executive Secretary Report

October 30, 2012 Rescheduled Special Meeting from October 29, 2012 Meeting:

Villarruel First Time Homebuyer Subordination – Conditional Approval
Former Eureka Redevelopment Agency Slideshow (Tabled to Next Meeting)
Executive Secretary Report

- ◆ ***Boardmembers***—The Housing Advisory Board is to have seven members and a majority vote. A four member unanimous vote is required to take action on all items before the Housing Advisory Board. The Board currently consists of six members, with one vacancy.

HOUSING PROGRAM MARKETING

- ◆ ***Marketing***—Once a year, the Agency mails marketing packets to a list of public offices, schools, agencies, and media and also sends out Contractor Outreach. The benefits of the Housing Programs are listed in the publication, "Humboldt Kid's Digest" and the "Senior Digest".

STAFF TRAINING:

2012 CDBG Income Determination Training – December 3, 2012, in Weed, California—For meeting low to moderate income requirements for CDBG activities. Sponsored by the Department of Housing and Community Development Community Block Grant (CDBG) Program to assist jurisdictions in using the Income Manual and to help determine the correct level of documentation needed based on the CDBG activity to ensure all CDBG eligible activities meet the national objective. Staff will use information in administering the new 2012 CDBG SuperNofa housing program awards.



ENGINEERING DEPARTMENT

Activities and Events Report

Fourth Quarter 2012 – Year in Review

Summary of Activities and Events

1. Administration

Late in the last quarter a significant change occurred within the Engineering Department. The new City Engineer began working in early December, replacing one of the department's longtime engineers who moved into partial retirement at the end of the month.

2. Construction Division

Three projects were completed in the fourth quarter of 2012. Construction continued on seven projects. No new projects were issued for bid, but work continued on seven design projects and four programs. Division staff also managed replacement of 400 lineal feet of deep sanitary sewer main under emergency conditions. Late in December, a recently hired Engineering Technician reported for duty within the construction division to bolster ACAD drafting capabilities and supplement on field inspection requirements.

3. Development Division

Development initiated Underground Utilities District No. 11 (2012) in concert with PG&E and performed inspection on the Open Door Health Center's Tydd Street utility and street improvements. The Keep Eureka Beautiful organization is planning on assisting with the installation of street trees on approximately 40 properties under the direction of development division staff. Miscellaneous sidewalk surveys, water, sewer and encroachment permit processing and handling counter inquiries from citizens and developers round out the activities within the division. Some encroachment permits also require Development to prepare agreements to reduce liability risks to the City. Insurance reviews for projects, leases, agreements, and encroachment permits continue to require approximately one full time employee.



4. Traffic/Signals Division

During the last quarter of 2012, and throughout the year, the Traffic Division continued to provide timely and reliable operation and maintenance of the City's 26 traffic signals as well as developing improvements around the City for various modes of transportation. This was accomplished through construction projects, training classes, resident request response, field data collection and analysis, traffic modeling, grant writing, and utilization of engineering judgment.

5. Property Management Division

Property Management performs routine property management duties related to the City's real property including administering leases for the use of the properties. Property Management also oversees capital improvement program projects for the other Engineering Department divisions.

Organization

The Engineering Department consists of five (5) service divisions operating under the administrative oversight of the City Engineer. Fourth quarter 2012 and year-end accomplishments are summarized by division in this report.

Administration

Charles Roecklein

Tiffany Peerson

Alissa Young

Administrative duties include:

- Providing oversight, guidance and support for engineering staff and functions
- Providing inter-departmental communications, coordination and service
- Responding to City Management and City Council requests and needs
- Attending City Council meetings
- Meeting and interacting with various commissions, committees and boards
- Ensuring adherence to City policy and procedures

Administrative staff kicked off a major project in the last quarter on behalf of Public Works staff in charge of the Elk River WWTP. A backup power supply has been in the planning stages for some time and work on the generator has begun with anticipation for construction in FY2013/14.

Construction Division

Kurt Gierlich

Angi Sorensen

Gabriel Adame

Carolyn McKenna

Angela Martindale

Celeste Redner

Three projects were completed in the fourth quarter of 2012.

1. Reservoir Maintenance and Security Project Phase 3a – \$550,000

Phase 3a of the Reservoir Maintenance and Security program consists of abrading and repainting the steel roof support structure in the western half of the 20MG water storage reservoir. This project was accepted by Council on December 18, 2012. (McKenna, Duncan, DB Gaya Consulting LLC) Farr Construction Corporation.

2. Tydd Street Waterline Loop – \$288,000

This project constructed a new section of water main within utility easements to connect existing water mains in Sixth Street and Tydd Street. This waterline loop will serve existing and approved developments along the alignment and will facilitate future improvements to the water distribution infrastructure on Bay Street. This project was accepted by Council on November 6, 2012. (Gierlich, Boughton, Redner, SHN Consulting Engineers & Geologists) RAO Construction, Inc.

3. Fire Station No. 4 Driveway Replacement – \$15,000

This project removed and reconstructed the driveway on the Myrtle Avenue side of Fire Station No. 4. This driveway had been damaged by and was causing damage to the fire apparatus. This project was accepted by Council on December 4, 2012. (Gierlich, Rasmussen) RAO Construction, Inc.

The following projects are currently in construction:

4. Martin Slough Interceptor - Phase 1 – \$6,800,000 (includes \$2,572,905 Prop 50 Grant

Funding, \$1,829,000 EPA Funding, \$863,000 City Funding + \$1,535,000 HCSD Participation) Phase 1 consists of permitting, easement acquisition, and construction of the main gravity wastewater interceptor pipeline from the "O" Street lift station to the Golf Course lift station. Construction was substantially complete at the end of 2012, and project acceptance is anticipated in the first quarter of 2013. (Gierlich, Shikany, Savage, SHN Consulting Engineers & Geologists) Mercer-Fraser Company

5. Martin Slough Phase 2a Pump Station – \$5,800,000

Phase 2 of the Martin Slough Interceptor project includes three projects: construction of a new pump station (Phase 2a) and new force main (Phase 2b) and connection of various collectors to the interceptor pipeline and demolition of associated lift stations (Phase 2c). As of the end of the fourth quarter of 2012, construction of the Pump Station was approximately 45% complete. (Gierlich, SHN Consulting Engineers and Geologists, Brown and Caldwell, et al.) Stanek Constructors, Inc.

6. Fisherman's Terminal Photovoltaic System – \$300,000

This project will add a grid-tied array of photovoltaic (PV) panels to the south-facing roof of the Fisherman's Terminal Building to generate electricity. The PV system will be connected to the existing electricity distribution grid, eliminating the need for onsite battery storage. Electrical energy generated onsite will offset energy used for refrigeration equipment and lighting in the building, and visitors will learn about the system through an interactive display. (Sorensen, Greenway Partners, McKeever Electric) Danco Builders Northwest

7. Mad River Pipeline Phase 4 – \$1,500,000

Phase 4 is replacing two sections of the Mad River Pipeline as part of the continuing project to provide improved water supply system reliability. The section in Arcata is located between the south side of 7th Street and the California Highway Patrol Station on Samoa Boulevard, and the section in Eureka is located between the Ryan Slough Pump Station and the intersection of Frank and Glenwood Streets. The construction contract was awarded on May 24, 2012, and work began in August, based on permit requirements. Construction was suspended at the end of October due to weather and permit constraints and will resume in spring 2013. The Arcata section is approximately 80% complete, and the Eureka section will be constructed entirely next year. (Gierlich, Sorensen, Oscar Larson & Associates) Mercer-Fraser Company

8. Anaerobic Digester Maintenance Project – \$300,000

This project is removing inert material, rags, hair, and high concentrations of biosolids from the two anaerobic digesters and reducing biosolids inventory in the facultative sludge lagoons at Elk River Wastewater Treatment Plant. Periodic cleaning of digesters is required to maintain treatment efficiency, increase equipment life, reduce fuel costs, and inspect interior surfaces and components. The contract was awarded on August 21, 2012, and cleaning operations began in late September. (McKenna, Gehrke) Synagro

9. Fire Station Sprinkler Systems – \$115,000

Eureka Fire Department (now Humboldt Bay Fire) received an award through the FEMA Assistance to Firefighters Grant Program for installing automatic sprinkler systems in Fire Stations No. 3 and No. 4. These sprinkler systems will protect firefighters, apparatus, stations, and equipment from fire through early suppression. (Sorensen, Goodlive) Western States Fire Protection Company

10. Fire Station Alarm Systems – \$30,000

Eureka Fire Department (now Humboldt Bay Fire) received an award through the FEMA Assistance to Firefighters Grant Program for installing smoke/fire alarm systems in all three Eureka fire stations. These alarm systems will protect firefighters, apparatus, stations, and equipment from fire through early notification. (Sorensen, Goodlive) Colburn Electric

The following projects are currently in design:

11. Martin Slough Interceptor - Phases 2b & 2c – \$10,100,000

Phase 2 of the Martin Slough Interceptor project includes three projects: construction of a new pump station (Phase 2a) and new force main (Phase 2b) and connection of various collectors to the interceptor pipeline and demolition of associated lift stations (Phase 2c). The Force Main will be split into two projects, both of which are scheduled for bidding in the first quarter of 2013. Phase 2c is scheduled to be bid in late 2013, and constructed in 2014. (Gierlich, SHN Consulting Engineers and Geologists, Brown and Caldwell)

12. Fire Safety Training Tower Paving Project – \$40,000

This project will add asphalt paving at the Regional Public Safety Training Tower on Hilfiker Lane. Currently, training activities that involve flowing water require restoration of the existing gravel surface. Pavement will prevent this erosion, decrease sediment runoff, and increase the functionality of the training facility. (McKenna, Boughton, Jelinek)

13. Mad River Pipeline Phase 5 – \$1,660,000

Phase 5 will construct a new section of the Mad River Pipeline as part of the continuing program to provide improved water supply system reliability. This new section will be installed between the existing main at the intersection of Pennsylvania Avenue and Frank Street, along Pennsylvania Avenue to Myrtle Avenue, along Myrtle Avenue to

Hubbard Avenue, and then along Hubbard Avenue to Harris Street, as proposed in *Mad River Water Pipeline Evaluation & Design* (OLA, 1999). (Gierlich, Sorensen, Young, Oscar Larson & Associates)

14. Reservoir Maintenance and Security Project Phase 3b – \$600,000

Phase 3b of the Reservoir Maintenance and Security program consists of abrading and repainting the steel roof support structure in the eastern half of the 20MG water storage reservoir. (McKenna, Duncan, DB Gaya Consulting LLC)

The following projects are undergoing evaluation, preliminary design and/or environmental review:

15. Biosolids Dewatering Facility - Phase 2 – \$1,400,000

Phase 2 will consist of the purchase and installation of mechanical equipment for an automated dewatering facility. In the second quarter of 2012, the City commissioned a feasibility study that is examining logistics and costs of various biosolids management options and will provide the basis for a comprehensive biosolids management program tailored to the needs of the City. (Sorensen, Young, Gehrke, Greenway Partners)

16. Waterfront Drive Connection - Phase II “G” to “J” Streets – \$3,600,000

This project will complete the northern portion of Waterfront Drive and provide the final link to a continuous multimodal transportation corridor along 2.4 miles of the City's Humboldt Bay waterfront, from “T” Street in the northeast to Del Norte Street at the southwest. The CEQA document is complete, and the NEPA document is being finalized. A grant in the amount of \$450,000 was received from Caltrans' Local Assistance Program Bicycle Transportation Account, which has been reprogrammed for a June 2016 completion date to allow Union Pacific Railroad to remove contaminated soil prior to the City acquiring the property to initiate the road and bike lane construction. The environmental cleanup effort started in the third quarter of 2012, but it was suspended due to weather and permit constraints. Staff is continuing to negotiate with the railroad authorities for right-of-way authority. (Gierlich, Parrott, Martindale, Savage, Shikany, SHN Consulting Engineers & Geologists).

17. Cross Town Interceptor Condition Assessment – \$85,000

This work is an element of the continuing maintenance program for the cathodic protection system on the Cross Town Interceptor wastewater transmission main. A condition assessment is underway, which includes preliminary identification of potential risks. This investigation will provide a basis for developing and evaluating alternatives for maintenance, repair, and replacement projects. (Sorensen, Winzler & Kelly – GHD)

The following programs are continuing:

18. Wastewater Facilities Plan and Program - Phase 2b – \$250,000

Phase 2b of the Wastewater Facilities Plan will build on the Phase 2a Facilities Plan work. It includes an update and evaluation of the ebb tide discharge model, effluent blending and storage evaluation, feasibility analysis for treating peak wet weather discharges, solids thickening facility pre-design, web-based collection system model, and collection system Inflow and Infiltration Reduction Program development. (Gierlich, Knight, Young, Gehrke, Brown and Caldwell)

19. SCADA System Program – \$1,000,000

This program will upgrade the City's Supervisory Control and Data Acquisition (SCADA) systems. SCADA systems are used to monitor and control chemical, physical, and treatment processes in municipal water and wastewater systems. A Needs Assessment was completed in May 2011, which identified individual projects and developed a preliminary budget for the overall program. The City has selected a new software package for developing custom graphical user interfaces and is in the process of installing redundant hardware and developing new interfaces for the Water Treatment and Wastewater Collection Divisions. (Sorensen, Gehrke, Mathes, ArcSine engineering)

20. Water Distribution System Modeling – \$60,000

This program is creating a working model of the City's water distribution system. The resulting model will be utilized in analyzing the water distribution system and designing future improvements to the water system, especially with respect to fire flow analysis and the impact of future development. (Redner, Gierlich)

21. North Coast Plug-in Electric Vehicle Project – \$3,000

Redwood Coast Energy Authority received a grant award from the California Energy Commission for strategic planning efforts to develop plug-in electric vehicle (PEV) infrastructure. The City's commitment includes participation in the North Coast Plug-in Electric Vehicle Coordinating Council, which will meet as a whole and in working groups to determine investment requirements and implementation timelines, identify optimal locations for charging stations, and develop educational materials as required to develop regionally-specific guidelines for PEV infrastructure development. Staff will also share usage data from the City's charging station located at 4 C Street. (Sorensen, McKenna, Redwood Coast Energy Authority, Schatz Energy Research Center, et. al.)

TOTAL: 21 Projects, \$34.5 Million Capital Improvement Value

Longer Term Projects:

A. Mad River Pipeline Phases 6 & 7

Design and construction of subsequent phases of the Mad River Pipeline project will progress as funding and staff time become available.

B. High Zone Water Pump Station – \$500,000

Design and construction of a new pump station to fill the elevated water storage tank will progress as funding and staff time becomes available.

C. Wastewater Lift Station Upgrades – \$250,000

This continuing maintenance program will upgrade wastewater lift stations and collection facilities on a yearly prioritized basis. Design and construction will progress as staff time becomes available.

D. Sunny Avenue and 14th & 'P' Embankment Repairs – \$400,000

Preliminary construction plans were completed in October 2003, and have been placed "on the shelf", pending identification of funding for these projects. (Gierlich, SHN Consulting Engineers & Geologists)

E. Railroad Crossings – \$100,000

This project would replace at-grade railroad crossings at various locations. Construction is deferred pending availability of State funding and on the railroad commencing operation. (Boughton)

F. North Eureka Gateway Transportation Enhancement Grant – \$1,500,000

This proposal is on hold. This project would enhance State Route 101 from Airport Road to "V" Street as an entrance gateway with street trees, landscaped medians, sidewalks, street lighting, and bike lanes. A prior \$800,000 proposal for the section from "V" Street to the Eureka Slough Bridges received strong community support. However, a major stakeholder, Keep Eureka Beautiful, no longer supports the project, and Caltrans will not sponsor the project without strong community support.

G. Extended Fuel Storage Facility – unknown cost at this time

The increasing number of backup generators installed at City facilities has created the potential for a shortage of fuel in the event of an extended emergency. This project will quantify fuel storage requirements and evaluate potential sites at which additional fuel storage and dispensing facilities may be located in order to decentralize emergency fuel storage for City facilities. (Gierlich, Martindale, Knight, Young)

Other Construction Division Activities:

- **Engineering Standard Drawings and Design Standards**

The department has been developing engineering construction standards and detail drawings for a number of years. The detail drawings for water, wastewater, storm drains, streets, and other miscellaneous facilities have been approved by all stakeholders and posted on the City's website. Design standards will be updated through the General Plan update process. (Gierlich, Boughton)

- **Engineering Document Database and Long Term Digital Storage program**

This project will create a computer database for all Engineering Department documents and maps. The program will include the scanning and storage of existing maps and documents into digital file format utilizing the department's scanners. (Martindale)

Development Division

Gary Boughton

Tiffany Peerson

Laurie Shannon

Alissa Young

Review of:

1. Agreements for Encroachments, Monitoring Wells and Subdivision Improvements, (8) for the year.
2. Building Permits, (121 permits, some with several reviews) for the year.
3. Encroachment Permits (171) for the year.
4. Insurance Reviews, (983, some with several reviews) for the year.
5. Water Permits, (32) for the year.
6. Sewer Permits, (13) for the year.
7. Requests for Service or Complaints (including street light outages), (94) for the year.
8. Street Tree Reviews, (20) for the year.
9. Certificate of Subdivision Compliance Descriptions, (2) for the year.
10. Coastal Development Permits, (32) for the year.
11. Conditional Use Permits, (12) for the year.
12. Design Review Applications, (40) for the year.
13. Street and Alley Vacations, (1) for the year.
14. Variances, (2) for the year.
15. Lot Line Adjustments, (8) for the year.
16. Parcel Maps, (1) for the year.
17. Subdivision Maps, (2) for the year.
18. Descriptions for City Projects, (11) for the year.
19. Humboldt County Referrals, (12) for the year.

In addition to assisting citizens at the counter, and working on future projects, Staff also works on the following programs and attends the following meetings:

1. **Capital Improvements Program**

Engineering staff initiated the annual update of the City's Five-Year Capital Improvement Program (CIP). This document is used to identify needed capital improvement projects and to coordinate the financing and timing of improvements. The primary purpose of the CIP is to assist in the orderly implementation of the broad and comprehensive goals of the adopted General Plan and for the maintenance and replacement of the City's infrastructure by establishing an orderly basis to guide local officials in making sound budget decisions and by focusing attention on community goals, needs and capabilities to maximize the benefit of public expenditures. The 2012-2017 CIP is anticipated to be reviewed by the Planning Commission in March, 2012, which will make recommendations to Eureka City Council following its review. (Martindale)

2. **City Council**

Staff attends the twice monthly Council meetings to answer questions Council may have on Engineering agenda items and to have a better understanding of Council directions and concerns for the City. (Gierlich, Boughton)

3. Disadvantaged Business Enterprise Program (DBE)

In order for the City of Eureka to receive Federal Financial Assistance from the U.S. Department of Transportation (DOT), the City of Eureka is required to sign an assurance that it will comply with 49 CFR Part 26. The City of Eureka has established a Disadvantaged Business Enterprise (DBE) Program in accordance with the regulations of the 49 CFR Part 26. Engineering updates the Program yearly to reflect proposed use of Federal monies during the next fiscal year and establish a goal for Disadvantaged Business Enterprise participation on each federal financed project. The State has a new twist to the program by adding Underutilized Disadvantaged Business Enterprises (UDBE's). (Boughton)

4. Design Review

Staff attends Community Development's twice monthly meetings and provides written comments. The comments are generally preliminary notification of conditions or permit requirements from Engineering, in order to perform certain work efforts. (Shannon, Boughton)

5. Development Coordination Committee

Staff attends Community Development's meetings, along with other departments and utility representatives, to coordinate applicants' projects and to set conditions. (Boughton)

6. Humboldt County Liaison Committee

Staff attends the monthly meetings to coordinate agency and utility projects. The County, cities and each utility company provide information to coordinate projects in the most efficient and costly manner. (Sorensen, Boughton)

7. Insurance Review

Staff reviews insurance certificates and endorsements for all Engineering contracts, including Agreements and Leases along with reviews for contractors/persons wishing to work in City rights-of-way under Encroachment Permits. Reviews require a technical knowledge of insurance requirements and documentation which transfers the liability of the action of others working for the City or working within our rights-of-way. This effort continues to take the time of a full time employee. (Peerson)

8. Open Space, Parks and Recreation Commission

Staff attends the once a month meeting to update the Commission on Engineering projects of their concern and to answer questions the Commission may have. (Boughton)

9. Planning Commission

Staff attends Planning Commission meetings to answer City Engineering questions the Commission may have on agenda items and to have a better understanding of the Commission's direction. (Boughton)

Traffic/Signals Division

Sheila Parrott

Dan Moody

Scott Ellsmore

The following projects were completed:

Fairway Drive Guardrail - \$68,000

This project installed guardrail on Fairway Drive at the culvert over Martin Slough. Gas tax funding was used.

Parking Lot Maintenance 2012 - \$14,786

The Parking Lot Maintenance 2012 project is an annual project for slurry sealing and restriping City-owned parking lots. This year's project included slurry sealing and striping the lot on First Street between "C" and "D" Streets and the lot on Third Street between "G" and "H" Streets. In addition, stall markings were re-painted at the 3rd & I Street, 3rd between E & F Streets, 3rd & D Street, and 5th & D Street lots. Parking meter funds were used.

The following projects are in construction:

Street Overlay 2011 - \$800,000

The Street Overlay 2011 project paved Harris Street from Broadway to Harrison Avenue and "T" Street between 3rd and 4th Streets. Mercer-Fraser is the contractor and gas tax is funding the project. Several areas on Harris Street have experienced pavement failure and three locations have been repaved. Results of asphalt testing show mix deficiencies and remediation is being discussed before the project can be accepted.

Harris and "S" Street Signal Improvements - \$160,000

Protected left turn signals and safety lighting is being installed at the Harris and "S" Street intersection. This includes new signal heads, arms, and poles, signal control box, controller, and wiring. HSIP (Highway Safety Improvement Program) grant funds are being used.

Traffic Signal Improvement Project 2012 - \$55,000

The Traffic Signal Improvement 2012 project will be constructed to replace and upsize all 8" diameter traffic signal lenses to 12" diameter lenses. Revisions to the Manual on Unified Traffic Control Devices (MUTCD) require new signal heads be installed with 12" diameter lenses and the City has installed these at the Harris & Central, Harris & E, Harris & F, and Harris & Harrison intersections. While the option of using 8" supplemental near-side signal faces still exists, there is strong evidence that 12" signals can improve traffic safety and reduce red light running. Remaining Proposition 1B funds will be used to purchase the equipment and City crews will perform the installations.

The following projects are in design:

Emergency Vehicle Pre-emption Equipment - \$584,100

Emergency vehicle pre-emption equipment at all City-owned traffic signals will be installed to improve traffic safety and emergency response time. This includes signal cabinets, controllers, and pre-emption equipment. HSIP grant funds are being used and construction is anticipated to be summer/fall 2013.

Washington Elementary Sidewalk Construction/Relocation \$180,000

This project will include the relocation of the sidewalk and construction of sidewalk curb in front of Washington Elementary School on Dolbeer between Chester and Russell Streets. This opportunity to fill the shortfall in the allocation for the Safe Routes to School project is being presented through Transportation Enhancement (TE) funding. Construction is anticipated to be summer 2013.

West Avenue Improvements - \$338,500

This project includes pedestrian safety improvements on West Avenue between 6th Street and Myrtle Avenue. ADA compliant drop curbs and driveways, sidewalk bulb-outs, street lighting, paving, and replacement of in-pavement lights are included. Grant funding from HSIP has been awarded. Construction is anticipated to be spring/summer 2013.

Longer Term Projects:

1. Downtown Parking Assessment District Task Force

The Parking District Number One Task Force has been revising its recommendations to the City Council for the operation and possible expansion of the parking district. These recommendations include expansion to the north, shared use parking standards, and residential parking ordinance changes. This project is currently on hold.

2. Eureka-Arcata Corridor Project

Staff continues to provide input to the State's project engineers.

3. Greater Eureka Strategic Transportation Program

The City, County, HCAOG, and State staff continue to work on the Greater Eureka Area Traffic Model which will be used for coordinated regional traffic forecasting by each entity. The traffic model will be used in a City /County project to identify future traffic impacts associated with development and the creation of a Traffic Management Program to assess fees and implement projects to mitigate those impacts. The consultant LSA Assoc. is refining and updating the model through Blueprint Planning Phase III (HCAOG). City staff attended training sessions and is currently working with the consultant on validation within the city limits.

4. Greater Eureka Micro-simulation Project

At the request of the Transportation Safety Commission staff is continuing analysis of several traffic calming ("road diet") scenarios of the "H" and "I" Street corridor using our micro-simulation modeling software.

5. Broadway Feasibility Study

The City is one of several stakeholders in Caltrans' Feasibility Study of the Broadway corridor. The section of Broadway between Kmart and 5th Street is being examined for improvements for non-motorized users. Staff continues to provide input and participation in the process. Currently under discussion is the use of an adaptive signal system.

Other Division Projects and Programs:

The Traffic/Signals Division of the Engineering Department continues working with the State, County, and private developers on various traffic studies in and around the City of Eureka. This Division has also provided assistance to the Engineering and Public Works Staff in reviewing traffic issues for various projects.

1. Traffic Signals

Maintaining operation of the 26 City-owned traffic signals is a primary duty for this Division. A monthly signal training/meeting with State, County, and City of Fortuna staff continues to review and discuss traffic signal operations. Staff participated in the Trucker's Parade and provided remote signal operation for traffic control during the event in December.

Prop 1B interest funds are being used to replace batteries in the backup units.

2. Traffic Studies

Staff has reviewed and provided feedback on the traffic studies and associated traffic issues for Hospice of Humboldt, Redwood Coast Hotel, Jefferson School Park, and the County's Building H (Clark Street) projects.

3. Parking Items

The Parking Place Commission is currently short one commissioner. Staff prepares the agenda, sends notices regarding requests, gathers data and documentation, prepares staff reports, and attends monthly meetings regarding on and off-street parking issues.

4. Meetings with EPD Traffic Officers

Monthly meetings with Senior Traffic Officer Gary Whitmer of EPD continue. Current traffic related issues include requests for traffic control devices, locations for increased enforcement, collision "hot spots", pedestrian safety, parking zones, parking meters, and use of radar speed signs purchased through a grant EPD received from the Office of Traffic Safety.

5. Transportation Safety Commission

Staff attends monthly meetings and provides data and reports on various traffic studies, locations, and projects at the request of the Transportation Safety Commission. Staff also attends various sub-committee meetings.

6. Humboldt County Association of Governments Technical Advisory Committee

Staff attends monthly meetings regarding the programming of regional transportation improvement funding and provides data, estimates, and input. Currently, this includes work on the Humboldt County Regional Transportation Plan Update.

7. Electronic Parking Meter Program

Staff maintains parking meter electronics and collects and maintains inventory, coin and card audits, and maintenance data from all City-owned metered parking lots. This data provides finance with a means to audit revenue through reports generated by the parking meter software. Additional reports track revenue by stall and lot, provide occupancy data, and provide backup information to EPD for parking violation adjudication.

8. Safe Routes District-wide Task Force

Staff attends and hosts monthly meetings with various stakeholders including EPD, RCAA, HumPal, Bikes There, Transportation Safety commission, District 1 County Board of Supervisors, County Public Works, Public Health, and several members of the School Board District Office regarding safe routes to schools.

9. General Plan Update

Staff attended the initial General Plan Update training sessions and will continue to provide input and review of traffic aspects for the general plan.

10. Training

Many traffic/engineering webinars, workshops, and training sessions were attended this quarter. These included a MAP-21 Traffic Congestion and NHS Performance webinar, a Green Lane project webinar, an Asphalt Laydown Operations webinar, Evaluation and Quantifying Inefficiency in Construction webinar, three AASHTO Bike Guide webinars, a Road Diet and Pedestrian Safety webinar, and an Asphalt Mat Problems webinar.

11. Other

In addition to the items listed above, regular items processed during the quarter included:

- Special Event requests (traffic control plans included)
- Work Orders for new signs, markings, and parking controls
- Transportation Permits
- Project referrals – Community Development
- Collision pin map and collision report filing
- Complaints and inquiries
- Traffic Studies – various locations for speeds, volumes and warrants

Property Management Division

Lisa Savage

In addition to performing routine property management duties, the following activities of interest occurred during the past quarter.

1. **New Leases/Amendments**

No new lease agreements/amendments.

2. **Lease/License Renewals and Terminations**

Chevron USA - City forwarded updated draft Lease to Chevron for review. - **Update-** No change.

Eureka Forest Products – Eureka Forest Products has expressed interest in an early renewal of their tidelands lease. This would result in higher rent for the City and secure a long term lease for Eureka Forest Products. A tentative lease agreement was drafted, reviewed by the City Attorney and forwarded to Eureka Forest Products for review. They have commented and requested some changes which the City is reviewing. - **Update-** No change.

Laurence Badgley – Mr. Badgley's tenancy with the City has ended.

Julie Maashoff– City Attorney is handling the case.

Russell Marsh – The City executed a new Lease with Mr. Marsh for hangar #10 at the Eureka Municipal Airport.

All Leases are available for review in the Property Management Office.

3. **Right of Entry Agreements**

One Right of Entry Agreement was entered into with Humboldt Waste Management Authority for access to the Public Safety Training Area on Hilfiker Lane.

4. **Community Service Work Referral Program**

Humboldt County's probation department places workers requiring community service time with the City. During the past quarter Community Service Workers served the City at the Zoo and the Marina

5. **Facilities Inspection**

The facilities inspection team (Building, Building Maintenance, Fire, and Property Management) completed the inspections of the 10 City owned T-hangars.

6. **Real Property Work Completed**

Four service/work requests were processed during the third quarter.

The following projects are under construction:

1. Salt Marsh Restoration, \$275,000, 2012/2013 planting/monitoring

The Fisherman's Terminal Project required mitigation for salt marsh affected by the construction of the wharf. The as-built report is complete and was submitted to the oversight agencies. Samara Restoration continues to eradicate invasive species and monitor the site on a quarterly basis. Monitoring will continue for five years (2017). (Savage)

The following projects are undergoing preliminary design and environmental review:

1. Martin Slough Enhancement Project - \$4,400,000

GHD (formerly Winzler and Kelly Consulting Engineers) has finalized 30% project designs, prepared draft 30% designs for the tide gates, and completed a draft design report. They are currently developing 65% designs for the tide gates. The goal is to achieve sufficient design to prepare a CEQA document for the entire project, and prepare 100% designs for the replacement of the tide gates.

In April 2012, RCAA and the City were awarded a \$600,000 grant from the Department of Water Resources (DWR). RCAA has finalized the scope of work, budget, and timeline for the DWR grant. In addition to the DWR grant, funding secured to date for the project is: State Water Resources Control Board (\$705,000 - 30 % designs, supporting documents, permitting, with ~ \$400,000 for implementation); CA Department of Fish and Game (\$230,000 for final designs). (Savage, RCAA, Winzler & Kelly)

Memo

To: William T. Panos, City Manager
From: Paul Rodrigues, Finance Director
Date: December 31, 2012
Re: Finance Department Quarterly Status Report

The following activities and accomplishments took place in the Finance Department during the months of October through December 2012:

Sales Tax Revenues: Sales tax totaling \$1,752,409 was received during the quarter ending December 31, 2012. This amount represents a 7.0% cash basis increase compared to the same quarter last year.

Transaction and Use Tax: TUT totaled \$479,640 for the quarter ending December 31, 2012. This represents a 6.5 % cash basis increase compared to the same quarter last year. Effective April 1, 2011, the "Measure O" TUT was implemented. The City received \$991,276 on the cash basis during the quarter ending December 31, 2012, representing a 0.1% cash basis increase compared to the same quarter last year.

Finance Advisory Committee: The FAC held 1 meeting during the months of October through December 2012. Current FAC projects primarily consist of City budget policy recommendations, as well as providing oversight of the Measure O funds.

Annual Financial Audit: The firm of Moss, Levy & Hartzheim was selected to perform the City's audit for the June 30, 2011 through June 30, 2013 fiscal years. As of December 31, 2012, all audit fieldwork has been completed. Staff anticipates the June 30, 2012 audit will be completed in the upcoming quarter.

Budget: As the new calendar year begins, staff anticipates kicking off the 2013-14 budget cycle by beginning the 2012-13 mid-year budget review, which staff anticipates bringing to the City Council in the upcoming quarter.

IT Report:

- Continued working on delivering higher-speed wireless communications to more of the City's satellite buildings that will provide better network connectivity as well as eliminate recurring costs associated with paying Sudden Link or AT&T for service. Now researching 2 additional locations to implement higher-speed wireless communications.
- IT staff completed 340 requests for service through verbal and email requests and the Help Desk System.
- IT staff replaced 13 desktop or laptop units during the 4th quarter.
- IT staff implemented 14 iPads during the 4th quarter.
- IT staff took a proposal to Council on July 17, 2012 to upgrade the City's aging network infrastructure and replace the City's existing Centrex phone system (which has been in place for over 20 years) with a Voice over IP (VoIP) system. The network infrastructure was upgraded in the 4th quarter and the VoIP phone system will be implemented in the 1st quarter 2013.



Humboldt Bay Fire 2012 4th Quarter Report

Chief's Report

Chief Ken Woods

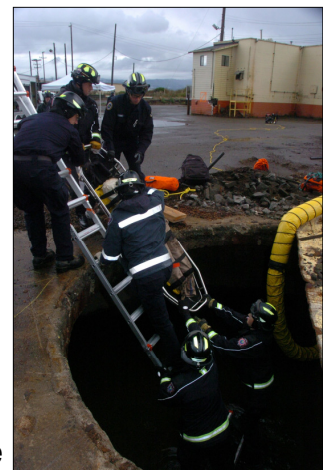


The fourth quarter of 2012 saw the completion of a major step in our work towards consolidation and also provided our firefighters with a unique and specialized training opportunity. The quarter also found our firefighters assisting a local charity by collecting and distributing toys and food thereby demonstrating that our mission statement, "Committed to community service" is alive and a part of the fabric of what we do and believe.

First we saw the unanimous passing of the Humboldt Bay Fire Joint Powers Authority by both the City Council and the Humboldt No.1 Fire Protection District Board. This was a major accomplishment in our ongoing work over the past 14 months towards consolidating the two agencies into one. The Joint Powers Authority (JPA) sets the official governmental and legal framework for the new organization "Humboldt Bay Fire" and allows us to move forward with the three step process of full consolidation as recommended by the consultant who performed the consolidation study.

The Joint Powers Authority Board will be meeting in early 2013 to complete contracts for the Fire Chief and Training Officer positions ensuring the long term savings associated with consolidating these positions and eliminating duplication. As we move forward into 2013, step two will consist of the consolidation of the two administrations from the City and District Fire departments into one, thereby creating greater operational efficiencies and savings. The signing of the JPA was a major milestone and affirmation of the work that has taken place at all levels from elected leaders, labor and management working together to bring improved quality fire protection services to our community.

The fourth quarter of 2012 also saw the successful culmination of our All Hazards Regional Urban Search and Rescue exercise. The 2-day event consisted of months of preplanning between various local, regional and state agencies. The exercise simulated a 7.8 earthquake within Eureka resulting in numerous casualties and damage to buildings. The exercise was held at the vacant Freshwater Pulp mill in Samoa. The first day consisted of a table top exercise simulating the event and requiring Humboldt Bay Fire to implement its disaster preparedness plan. Fire personnel assembled and filled various incident command positions including safety, logistics, finance, planning, operations, and incident command. They then developed an "Incident Action Plan" taking into consideration the specifics of the emergency and ordered needed resources. The second day consisted of the hands-on portion of the drill with the actual "rescue of victims" trapped in the rubble due to the earthquake. The drill highlighted the extensive mutual aid system in place



Chief's Report

within Humboldt County and included resources from Humboldt Bay Fire, Cal Fire, Arcata, Fortuna, Blue Lake, Loleta, Fieldbrook, Samoa, Rio Dell, Scotia, Humboldt Urban Search and Rescue Team, Eel River Technical Rescue Team, Cal- Ema and Marin County. Units responded to the scene and were assigned to various areas of the mill site where extensive work had been done prior to the exercise to present real life situations such as collapsed walls, buried victims and opportunities for various technical type rescues. Crews utilized specialized equipment to breach, shore and stabilize building components and then remove victims. Overall the drill was a huge success for all of the participants and provided unique and valuable training with a critique at the end that reinforced the positives of what went right and also how improvements could be made going forward. Due to the success of the exercise it was viewed by the State as a model for similar type regional drills in the future.

Also as mentioned, during December our Firefighters in conjunction with their family members assisted the Salvation Army in collecting and distributing toys and food for needy individuals within the community. Throughout the fourth quarter, firefighters collected toys to be distributed at Christmas. In addition fire personnel worked during the days leading up to both Thanksgiving and Christmas to pack food boxes on behalf of the Salvation Army and then distribute the food items to needy community members just prior to the holidays. This was a great opportunity for our firefighters to give back to the community in which they work and to show their commitment to providing community service, not just at emergency calls when they are at work but off duty as well. These events give us an opportunity to meet and speak with members of the community in a non-emergency setting conveying the true concern and care we have for them.



Finally I was very fortunate and humbled to receive the Fire Chief of the Year award from the California Fire Chiefs Association in Sacramento in early December. Though I was the one who received the award, the credit goes to the entire staff at Humboldt Bay Fire for the work they have been doing these past 14 months. It was exciting to see that what we are doing here in Humboldt County was recognized on a state-wide level and that our work has resulted in tangible progress in providing quality customer service to our community.

Respectfully, Ken Woods

Prevention

Assistant Chief Rusty Goodlive

This was the last quarter of independent Eureka Fire and Humboldt No.1 Fire Protection District's Fire Prevention Bureaus as the initial implementation of the Humboldt Bay Fire bureau is scheduled for January 1, 2013. Initial HBF prevention activities will include combined engine company inspections and code enforcement functions, and a merged fire investigation program.

Our consolidation was highlighted this quarter by our first Humboldt Bay Fire open house in October. The open house was hosted at our downtown Headquarters Fire Station and the day-long event featured fire and life safety education, vendor booths, demonstrations of our antique steamer fire engine, and fun activities. Approximately 700 people attended the event.



Fire Inspector Bill Walser has been field testing our new iPad based electronic inspection project. FSO Sarah Judd has been working on the mechanics of the program and its management. We look forward to rolling out the project to the engine companies in the first quarter of 2013.

The installation of the grant funded fire alarm systems in the three Eureka stations has been completed and passed most of the acceptance tests. Work on the sprinkler systems at Stations 3 and 4 should begin in early January. Angie Sorenson in Engineering has taken the lead in managing this grant; we appreciate her hard work and enthusiasm.

There have been a couple of residential sprinkler system installations as a result of the new 2010 Building Code requirement. We do not expect a large number of these system installations as we have relatively few new single-family residential projects.

A unique and fun fire prevention challenge this quarter was Duane Flatmo's "El Pulpo Mecanico" public display flame effects octopus. We worked with Duane and Public Works to conduct the demonstration during Arts Alive at the foot of "C" street.



Prevention

Enforcement / Abatement Issues

One long standing enforcement case was closed. Several new fire sprinkler system maintenance cases were opened due to expired sprinkler heads. Several more businesses in the City will apparently have this same issue over the next few years.

We continue to work on long-term hoarder abatement cases. These are difficult and complex issue to abate and enforce. In these cases we work with the Building Department and adult services.

Significant Property / Development Issues

Several significant projects are in progress or were completed this quarter, including:

Current

- New Hotel, Wabash & Broadway

Completed

- Healy Building: Tennant Occupancy
- VA Clinic, West Harris
- Open Door Clinic, Tydd Street: Partial Occupancy

Significant FPO Related Public Events

- High School Homecoming Bon Fires
- Bob Weir at Municipal Auditorium
- El Pulpo Mechanico Fire Sculpture

Public Education

Event	Quarter	Year		Event	Quarter	Year
Fire Extinguisher Class	5	17		Fire/Evacuation Drill	1	5
Home/Workplace Safety	0	3		Public Events	3	8

Fire Dept. Open House: October 6th with approximately 700 attendance
--

CPR Training Center	This Quarter	Year to date
CPR Classes	6	22
# Students	49	207
First Aid and CPR Classes	6	26
# Students	71	296
NEW! Pet CPR and First Aid	1	1
# Students	13	13

Prevention

Fire Prevention Battalion Chief Activity

	<i>This Quarter</i>	<i>Year to Date</i>
<i>Type of Inspection</i>	<i>#</i>	<i>#</i>
FPO Inspections this Month		
• Code Enforcement	2	15
• City Facility	4	39
• Construction / Occupancy	12	47
• Other (CIT)	3	12
Permits		
Fireworks	0	14
Other Permits	3	63
<i>Totals</i>	24	190

Fire Prevention Inspector Activity

<i>Type of Inspection</i>	<i>This Quarter</i>	<i>Year to Date</i>
R2 Assigned	102	407
% Completed	97.05%	96.81%
Open enforcement	3	13
Licensed Facility Assigned	11	54
Open enforcement	4	30
Weed/Trash Abatement		
Complaints Received	15	154
% Completed < 28 Days	26.67%	73.38%
Open enforcement	11	41

Engine Company Inspections

	<i>This Quarter</i>	<i>Year to Date</i>
Blocks Assigned	66	349
Businesses in Assigned Blocks	360	1,186
Inspections Completed	208	805
Follow up Inspections	37	138
Referred to FPB	5	19

Plan Reviews:

	<i>This Quarter</i>	<i>Year to Date</i>
Number of Plans Reviewed	26	107
% Completed <21 Days	100%	100%
Number of Plans Approved	22	91
Billed @ \$98.60/hr + (15% City Admin Fee)	\$4,744.50	\$17,300.75

Prevention

Weed abatement:

15 cases opened this quarter totaling 154 over the year. The total number of weed abatement cases is up 12% from last year.

Fire Investigations

There were 8 fires this quarter that were investigated by the team, of these, 7 were structure fires.

Target Hazard / Iron Compass Preplan

Our target hazard/preplan program moved forward this year with the installation of Mobile Data Terminals (MDT's) with the "Iron Compass" mapping and target hazard features.

Development of a consolidated Humboldt Bay Fire target hazard program has included adopting one standardized preplan format and upgrading Eureka's old hand-drawn diagrams into Visio.

2013 challenges will be to complete the standardization of existing target hazards and develop procedures and process for data maintenance.

Emergency Management (EOC)

A multi-jurisdictional all-hazards drill was conducted in Samoa. Large scale incident management and technical rescue operations were conducted. The drill was attended by multiple agencies from Humboldt, Marin, and Mendocino Counties.

Haz Mat Response Team / HMRA:

There were no reportable incidents this quarter. There were a total of 8 level 1 HMRT responses this year.

This quarter HMRT Team members attended clandestine drug lab training sponsored by Humboldt County Environmental Health and the HMRA. The class was attended by approximately 40 local people from law enforcement, fire, environmental health, and fish and wildlife agencies.

Hazmat Awareness, Hazwoper training was provided for approximately 35 City of Eureka Parks and Recreation, Public Works and water department personnel.

Other Issues

At council request we are investigating new methods for fireworks enforcement.

Respectfully, Rusty Goodlive

The fourth quarter was a busy time, with many in the department working on projects to bring us closer to being one, including a single incident reporting data base, mixed crew assignments, consistent overtime and time off practices for personnel, and a new staffing program.

A large project to merge our Firehouse incident reporting software with that of Humboldt Fire District #1 under Humboldt Bay Fire was worked on through the quarter, with the goal of having the two individual programs ready to merge January 1, 2013. Battalion Chiefs Emmons and Reynolds have been working on this project, with assistance from Battalion Chief Hulbert and Fire Services Officer Judd, as well as Kevin Plessinger from City IT. The ultimate goal is to have all incidents transferring from the computer aided dispatch (CAD) program in dispatch onto one server, under one departmental identification number and within the same incident number sequence, and to have it accessible from all five stations. All personnel accessibility is vital for efficient and effective work to take place with the January 1 crew rotation. The team was able to transfer the Firehouse licenses to one server, and established a terminal server login to allow access to the new location from the five stations. Work was also performed to provide all personnel with access to the fire department share drive. Transfer of individual user drives from the District server over to the City server will likely occur after January 1.

On January 1 we will also see the rotation of a number of Battalion Chiefs to new assignments. Battalion Chief Jelinek will rotate from training where he has worked since 2005 to C Platoon as the Shift Battalion Chief. Battalion Chief Robertson will move from the Shift Battalion Chief on B Platoon to Training working a 40 hour day shift. Moving from the Administrative Battalion Chief role to the B Platoon Shift will be Battalion Chief Reynolds. Moving from C Platoon Shift Battalion Chief to the 40 hour Administrative assignment will be Battalion Chief Emmons. All have been working together in their rotations to bring each other up to speed in their respective assignments.

During the quarter there was continued need to cross staff for overtime coverage with personnel working at what were previously another jurisdiction's stations. Humboldt Bay Fire has worked with Finance to establish invoicing between the two jurisdictional bodies to make sure that coverage costs come from the correct governing body. Personnel will be fully integrated beginning January 1, with all stations having employees of both jurisdictional bodies working together. Overtime use has been very high during the quarter due to the high level of sick coverage needed as different strains of the flu have moved through the department. Adding to the overtime need has been various Workers Comp injuries, including one long term from July 2012, and another anticipated to begin in January, 2013. Adding to the deficit in the Suppression Overtime account are the monies expended this past summer for strike team coverage while personnel were out on the numerous wildland fire assignments that we responded to. The overtime account will be greatly assisted if those funds can be returned to the account upon receipt by the City. Based on current projections, the overtime account should be able to carry the department through the remaining fiscal year if the strike team reimbursement, reimbursement for the November 1st Samoa fire response, and all salary savings from 2.5 vacant firefighter positions for the fiscal year can be moved to the overtime account. However, additional unforeseen Workers Comp injuries or significant sick leave needs will negatively impact the account if they occur.

The Iron Compass mapping program used by Humboldt Bay Fire and a few other local fire departments underwent a series of program updates, and initially seemed to be working well. Problems developed with the software and master mapping laptop, and City IT has been working with the software manufacturer to identify a solution.

Operations

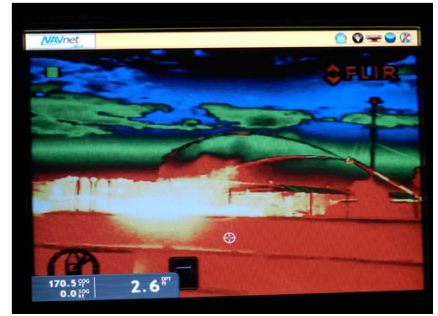
Battalion Chief Reynolds spent considerable time during the quarter working with a staffing and scheduling program called Call Back Staffing. The parent company is based in Grants Pass, OR, and provides the staffing program as a web based application. Chief Reynolds evaluated a demo run of the product, after which the department opted to move forward with use of the program. The program is designed around our policies and MOU requirements pertaining to overtime hiring and leave use, and uses both cell phone contact and email to offer overtime or other shift coverage. If a person is contacted and offered shift overtime, they can either accept or decline from their phone or computer. The program logs their contact time and the answer they give, and either schedules the person to work or moves to the next person in line. The program allows time off requests and shift trade requests, and notifies the appropriate supervisor for approval. The program implementation will go live in early January, and should help save time, streamline the higher process, and provide hiring consistency. A hard copy of the overtime list will be maintained so as to provide a back up in the event of a system program failure.

The new tiller ladder truck is currently on track for a March 1, 2013 delivery date. The new truck began construction in October, and by late December was very recognizable as a tiller truck based on photos received from the dealer. In early October a training tiller truck arrived in Eureka. The training tiller truck is a retired tiller that served Los Angeles, and is now used for driver training. Santa Cruz Fire agreed to loan the training tiller truck to Humboldt Bay Fire at no cost to us for our driver training while we wait for the new truck to arrive. Humboldt Bay Fire paid to have the unit delivered and to have two tiller trainer personnel from Santa Cruz provide instruction to our designated personnel. Engineers Michael Landry and Matt McFarland underwent initial training, and have worked to train additional personnel as proctors. The training tiller has been used to teach the mechanics of driving such a unique apparatus. Additional training will occur utilizing a hands-on task book check program to certify drivers upon arrival of the new truck. The initial feedback from the crews is that they are very impressed with the maneuverability of the vehicle and were surprised at its ability to fit into tight spaces. Upon being placed in service, the existing Pierce truck will move to reserve status, and the current reserve truck will be removed from service pending disposal from the City fleet.



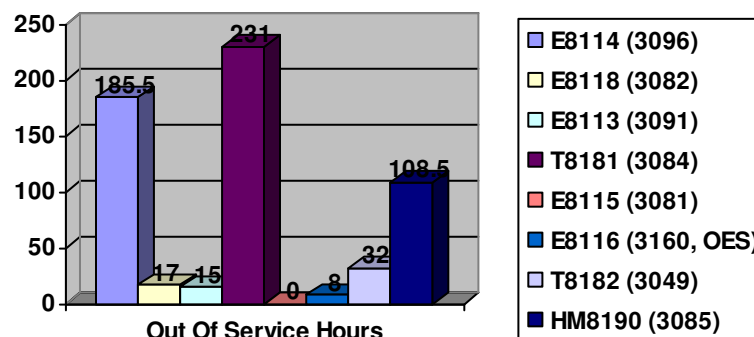
Operations

The Humboldt Harbor District fireboat, which arrived in early August, saw its first official fire response in the early morning hours of November 1st. Personnel from Humboldt Bay Fire responded with Harbor District boat operators to a large warehouse fire in Fairhaven, where Humboldt Bay Fire, Arcata Fire, and Samoa Volunteer Fire were on scene with a 300,000 square foot building with heavy fire involvement in the east end. The boat was utilized to supply a 5" supply line from the bay to fire apparatus at the building, and significantly boosted the available water supply at the fire scene. Humboldt Bay Fire provided a significant response to the fire, both in apparatus and in overhead personnel, and established command of the incident. Off duty personnel were recalled to work and staffed reserve apparatus to cover our community, and provided coverage to Arcata during part of the fire. Units responded under the mutual aid system from as far north as Del Norte County, across most of Humboldt County as far south as Garberville, and resources were being mobilized in Mendocino County. All worked very hard together to save the majority of the building and minimize damage to multiple businesses located inside.

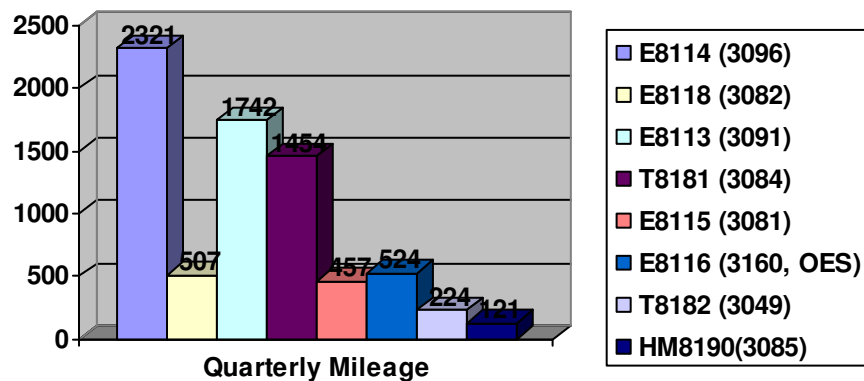


The department has been working with the Corporation Yard on replacement of the Suburban Command Vehicle and the Taurus travel car, both of which have reached the end of their reliable service life. Through efforts of Fleet Manager McNamara, it was determined that two of the new Ford Utility Interceptor response vehicles could be purchased rather than a single response vehicle and a sedan. An order for two Utility Interceptors for the fire department and one for the police department was placed in October with Ford. The vehicles arrived at the end of December, and come equipped with most of the emergency lighting package and light controls. The department will have to identify additional components such light bars, additional lighting, radios, MDT laptops, striping and command buildups, which will likely be added locally.

Quarterly apparatus out of service hours and mileage is included in the charts below for comparison of miles driven versus hours out of service for the quarter. Truck 8181, our current front line ladder truck, was out of service for a period of days to repair the pump shift assembly which had malfunctioned and would not allow the pump to be engaged reliably. The assembly was retrofitted to a modern air shift system. It was returned to service following completion of repairs and a pump test to insure proper operation. Engine 8116, also known as OES 323, had its Ward Diesel Filtration system removed. The filter will be installed on Water Tender 8161, which is now housed at Station 3, as there is no exhaust extraction system at that facility. Engine 8116 is currently housed at Station 11 which has an exhaust removal system that attaches to the tailpipe of the engine.



Operations



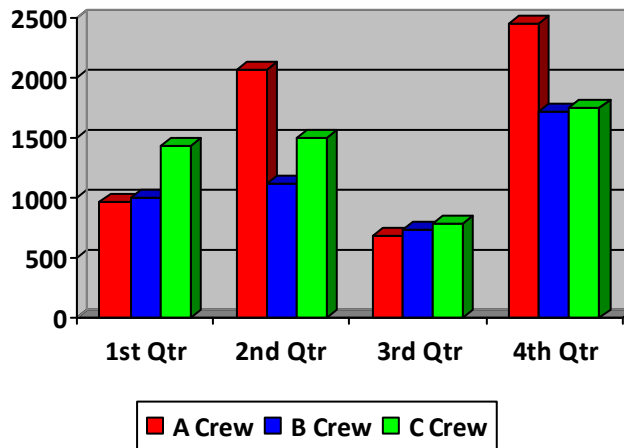
Exhaust gas removal at the stations will be an ongoing project, as the five stations utilize differing methods of exhaust removal. Stations 11 and 12 have full exhaust removal systems that attach to the exhaust pipe of the apparatus. Station 4 has a similar system from a different manufacturer for one of its two engine bays. HQ and Station 3 do not have exhaust removal systems. The difference is due to two departments coming together, and both using different technologies; exhaust smoke removal systems versus on-vehicle exhaust particulate filters. Now that we are moving engines between stations, the difference has come to light. Further adding to the issue is that the new ladder truck, which meets current stringent clean air emissions standards, cannot have a vehicle mounted filter installed, as it will significantly reduce the performance of the engine. We also experience exhaust in the stations when a neighboring jurisdiction provides automatic or mutual aid coverage, as they are not equipped with filtration systems. The obvious solution will be to attempt to secure grant funding to outfit HQ, and Stations 3 and 4 with an in-station exhaust removal system.

Engineer Mitchell and the balance of the SCBA technicians have been working to complete annual service checks on our fleet of SCBA's. It is reported that the SCBA Warranty has expired on our Scott Air Packs excluding the rigid frame. It is anticipated that the cost of replacement parts to keep the packs in service will increase, as many common wear parts were previously replaced under warranty. Over the last year our packs have been requiring more repairs and seemingly more time commitment to keep them in service. Replacement of our fleet of SCBA's will need to be a discussion topic and future budgetary consideration.

The Hilfiker Training Site was awarded Rescue Systems 2 accreditation from State Fire Training during the quarter. This makes the Hilfiker site the only Rescue Systems 2 site in Northern California, and allows level 2 rescue classes to be taught at the training site locally at great savings to the department, as we no longer are required to send personnel to Southern California to train. A big thank you to all involved who worked to get us there! Training was able to host delivery of a number of State Fire Training certified classes during the quarter, including Driver Operator 1A (now required for Firefighter driver's license endorsement for new employees) and Command 1A in October, Rescue Systems 1 in late October and early November, and Management 1 during November. Also still being pursued at the training site is the addition of a concrete pad adjacent to the training tower to allow crews to pull and deploy fire hose without dragging them through the mud. Humboldt Bay Fire is working in conjunction with Engineering and Community Development to complete plans and specifications for a surface that will support our ladder truck and keep our equipment clean.

Operations

The total number of training hours for the three platoons in the department for the fourth quarter was 5930 hours. The total training hours logged for the three platoons combined for 2012 was 16018.5 hours.



A large interagency training drill took place November 7th and 8th that included resources from CAL-EMA, Cal-Fire, a Technical Rescue team from Marin County and resources from our local area. The drill was the culmination of the North Coast All Hazards workshops held over the past year. The drill was possible through the efforts of department personnel and key players at the state level.

The two day drill used day one as the day a simulated large scale earthquake event occurred off our coast, resulting in significant damage to the community. Personnel activated as an Incident Management Team (IMT) filling key roles such as Plans, Logistics, Operations, Public Information Officer, Safety, and Incident Command. The IMT planned for the resource needs of the second day hands on portion of the drill, including placing resource orders for out of area Cal-EMA engines, Marin USAR Team and Marin IMT. The local IMT also developed an Incident Action Plan for the following day's event. Day two found the IMT and all local resources at a private mill site in Samoa where a series of hands on scenarios had been developed. The IMT managed resources and ran the incident while hands on crews worked through collapse areas using realistic shoring and stabilization, and searched for victims. Upon arrival, the Marin USAR was assigned to work, and the Marin IMT worked with the local IMT to prepare for a transition of incident management for a simulated additional day. The drill tested our local resources and gave us the opportunity to work with out of the area resources, and tested the resource ordering system at the state level. This was the first large scale drill of this type developed and facilitated by Cal-EMA, and feedback was provided to them as well. The drill was a big success.



Operations

Incident Activity

During the fourth quarter, we responded to a total of 979 calls for service. Fire calls represented 32 calls, 13 of which fell into the structure fire category, including fires at 801 F Street, 1419 6th Street, the rail yard office at 2nd & A Street, 2615 I Street, 615 F Street, and a second alarm fire at 3820 H Street. Overall estimated dollar loss from the fires was \$479,100 for the quarter. Emergency Medical Service (EMS) Incidents including minor and major medical aids, traffic collisions, extrications and rescues for the fourth quarter accounted for 614 incidents. All other calls for service accounted for 333 responses. Our call volume for the fourth quarter of 2012 was up 14.8% or 145 calls as compared to the same period in 2011. These figures come from Firehouse data provided for the quart

3820 H Street



2012 Annual Incident Activity

Call volume for 2012 was 3,547 calls for the three fire stations located within the City, up almost 10% as compared to 3,203 calls for 2011. The department responded to 170 fire incidents, with 61 classified as structure fires. Estimated loss for 2012 was \$2,030,350, as compared to \$930,602 for the previous year. Medical related calls represented 2,685 responses in 2012, or 75% of the department's total call volume.

Closing Thoughts

The quarter continued to provide many exciting changes and opportunities for our department. The quarter saw the ratifying vote by both the City Council and District Board recognizing and approving the formation of the JPA under which Humboldt Bay Fire will operate. The incident reporting data base has been combined into one, and personnel have been mixing during the quarter for overtime and other vacancy coverage. The quarter also saw a very proud moment for all at Humboldt Bay Fire when on November 30th our own Fire Chief Ken Woods received the 2012 Ronny Jack Coleman Fire Chief of the Year award from the California Fire Chiefs Association.

The coming year will bring much work as we continue on the path to being a fully consolidated department. With that effort will be opportunities for us to grow, move forward, and serve our community as we remain committed to community service through leadership, vision, and integrity.

Respectfully, Bill Gillespie



WHAT'S HAPPENING IN PERSONNEL

The Personnel Department is responsible for overall management of the City's personnel administrative functions, including recruitment and selection, training, benefits administration, worker's compensation, labor relations, employee records, PERS retirement contracts, grievances, disciplinary actions, classification/compensation, employee mandate compliance, new employee orientation and other programs. The Department continues to support the Council's strategic goals by developing and maintaining the workforce necessary to achieve the objectives of the City Council. We continue an emphasis on customer service, and continually work at improving our efforts to cross-train our Department staff members so that any of us can provide assistance on nearly any Personnel topic. We strive to incorporate the best practices of the human resources profession together with the work ethic needed to accomplish our goals.

Before we take a brief look at the past year in review, we first and foremost wish to offer a warm welcome to our new City Manager Bill Panos who arrived on January 1, replacing longtime City Manager David Tyson. Mr. Panos has already spent considerable time getting to know his employees and learning about the community, and we join together with the entire organization in wishing Bill and his family only the best.

In 2012, the Department was particularly busy on recruitments associated with budgeted service alternatives and job vacancies due to retirement or resignation. These recruitment and selection processes involved a number of key positions including (and not limited to) Police Chief, City Engineer, Firefighter, Police Records Specialist, Accounting Supervisor, Personnel Analyst, Legal Secretary, Code Enforcement Program Manager, Assistant Planner, Engineering Technician, Senior Harbor Technician, Maintenance Worker, Accounting Specialist and Administrative Assistant. Moreover, the City conducts an on-going, continuous open recruitment for the vital positions of Police Officer and Communications Dispatcher. The City strives to facilitate equal opportunities for all candidates in upholding the integrity of our recruitment process.

Both health care and retirement/pension programs were the subject of significant legislative reform in 2010 and 2012 respectively. As with any significant new legislation, there are a number of questions and uncertainties as agencies embark on implementation. We continue to do our best to keep abreast of the reforms, ensuring that our employees are offered all the benefits enacted through the new legislation, and making certain that the City adheres to all new requirements and limitations.

In 2012, we continued to offer training opportunities for our employees and their supervisors and managers. In October, we offered two valuable training workshops on the *Principles of Public Safety* and *Advanced Fair Labor Standards Act*. In November, we offered 2 additional workshops for supervisors/managers on *Front Line Defense* and *Difficult Conversations*, both of which will assist supervisors in improving employee performance and supervisorial effectiveness. And we have an outstanding lineup of workshops scheduled for 2013. All workshops are facilitated by employment law attorneys from the esteemed firm of Liebert Cassidy Whitmore, and are coordinated through the Humboldt County HR Consortium consisting of local public agencies including Eureka, Arcata, Fortuna and the County of Humboldt.

We in Personnel will strive to provide our employees with the support they need to continue providing high quality customer service to our citizens. We look forward to maintaining service levels and continuing to assist the Departments with all of their HR needs. Thank you all for your continued patience, support and hard work.

NEW HIRES IN THE 4th QUARTER THROUGHOUT THE CITY

A **BIG** welcome to:

Community Development: Senior Administrative Assistant Peggie Allen; Associate Planner Robert Hilman; Assistant Planner Kamala Englin

Engineering: City Engineer Charles Roecklein; Temporary City Engineer Kurt Gierlich; Engineering Technician II Gabriel Adame

EPD: Reserve Police Officer Michael Stephen; Police Services Officer Brittany Kesterson; Police Services Officer Ronald Aubuchon

Public Works: Maintenance Worker I Steven Huck; Maintenance Worker I Fred Demello; Maintenance Worker I Jesus Jimenez; Zoo Attendant Maricela Escalante Torres; Temporary Administrative Assistant Pearl Mendoza.

Public Works Recreation: Alyssa Clemmer, Jesse Cronin, Matthew Dusel, Noel, Eaton, Ashley Gutierrez, Yoana Isidoro, Shana Kendrick, Kyle Kollman, Darcee Kraus, Marissa McCay, Chelsea Nielsen, Nikolas Nott, Cepideh Ramezany, James Rizza, Cady Rutherford, Alejandro Salvador, Cole Scheffler, and Kenneth Tinkam.

Redevelopment Successor Agency: Temporary Director Cindy Trobitz-Thomas

DEPARTURES

The following employees have left service with the City, and we wish them all the best:

- Brandon Bishop—Treatment Plant Operator

RETIREMENTS

Congratulations to the following employees who have retired from service with the City of Eureka! We sincerely thank them for their time and service here at the City, and wish them well in all future endeavors. It should be noted that Mr. Tyson retires as the longest serving City Manager (12 years) in Eureka's history. He was a tireless worker and a model employee who gave his best to the citizens of Eureka. Congratulations to all!

- David Tyson—City Manager—22 Years of Service
- Kurt Gierlich—City Engineer—16 Years of Service
- Cindy Trobitz-Thomas—Redevelopment Director—27 Years of Service
- Lee Neustrom—Inventory Control Specialist—11 Years of Service

NEW HIRES / SEPARATIONS

All in all, **32** new employees were hired by the City, and **10** employees separated (including regular, temporary and seasonal employees).

SEPARATIONS

4 Regular Full-Time
24 Temporary

PERSONNEL ACTION (PA) FORMS PROCESSED

A total of **150** PA forms were processed during this quarter. Personnel issued **12** Personnel Action Forms & **88** Performance Evaluation Forms to the following Departments:

<u>DEPARTMENT</u>	<u>PA'S</u>	<u>EVALUATIONS</u>
• City Attorney Office:	0	0
• City Clerk Office:	0	0
• City Manager Office:	0	3
• Community Development:	0	1
• Engineering:	0	3
• Finance:	0	4
• Fire:	3	25
• Personnel:	2	2
• Police:	7	24
• Public Works:	0	25
• Redevelopment:	<u>0</u>	<u>0</u>
	12	88

Personnel received **45** Regular Full /Part Time, and **105** Temporary Personnel Action Forms from all City departments. **55** Volunteers were processed for Public Works, **2** for Fire, and **1** for EPD. **25** Medical histories were processed for temporary employees. **23** Parking Permits were issued to employees and visitors.

PROMOTIONS

CONGRATULATIONS to the following employees who received promotions this quarter!

- Kristen Ireland to Sr. Administrative Assistant
- Amanda Austin to Animal Care Supervisor
- Wendy Howard to Accounting Supervisor

RECRUITMENTS

Effective July 1, 2012, the Personnel Department contracted with NEOGOV, a state-of-the-art online recruiting organization, to streamline our applicant recruiting and tracking processes. Most recruiting processes are now online, and we continue our work to learn and fully develop the functionality of the system. Continued training this quarter will focus on improving efficiency through online position requisition approval from hiring managers, test statistics and analysis, and EEO reporting.

Moreover, the system provides the ability to automate scoring which will streamline the application review and screening process. Eventually the system will allow us to streamline written and online testing processes and performance exams to produce aggregate weighted scores and rankings. The system also provides notifications, workflow timelines, and scheduling which are built-in to allow redundant review and confirmations, and to keep everyone informed and in the loop! As we become more proficient with the program, we anticipate training designated managers from each department to initiate recruitments through the online system, and allow them to follow and track the process to completion.

As we progress toward full functionality, the Dept. will reduce staff time and improve efficiency with the recruiting process, eliminate paper and postage costs, and reduce bottlenecks throughout our entire process. And, by going paperless we will save time, money and help the environment. **Go green!**

EMPLOYMENT APPLICATIONS RECEIVED:

A total of **678** applications were received for various positions within the city which includes recruitments ongoing into the 1st quarter of 2013.

NEW EMPLOYEE ORIENTATIONS:

9 employees participated in the orientation process, which involves preparation of files and paperwork related to salaries, benefits and various legal documents. Also provided is Sexual Harassment training to all new employees, and when required, Mandated Reporter training and DOT training for employees required to have a class A or B license.

RECRUITMENT AND TESTING: Personnel has administered the following recruitments beginning October 1, 2012 (some are on-going):

- Assistant Planner: The City experienced an astonishing 1121 “hits” for this position generating 103 applications. An oral board was held October 23rd. The top applicants were forwarded to the Community Development Department for a final interview and selection. An appointment has been made.
- Accounting Specialist: The City experienced 314 “hits” for this position generating 55 applications. An oral board examination was held November 29th. The top applicants were sent to the Finance Director for a final interview and selection. Two appointment have been made.
- Engineering Technician: 446 “hits” on our website generated 49 applications for this position. An oral board was held October 28th. The top applicants were referred to the Engineering Department for final interviews. An appointment has been made.
- City Engineer: An Oral Board examination was held on October 29th. The top 3 applicants were submitted to the City Manager’s office for a final interview and selection. An appointment has been made.
- Code Enforcement Program Manager: 564 “hits” generated 21 applications. An oral board examination was scheduled for November 29th but was cancelled due to the inability of multiple candidates to attend. The remaining candidates were sent directly to the Assistant City Manager for panel interviews. An appointment has not yet been made.

RECRUITMENTS CONTINUED

- Communications Dispatcher: The City's website indicated 1097 "hits" which generated 64 applications for this position. A POST test was held at the Wharfinger Building November 14th. 29 candidates arrived for the test in which 20 passed. All 20 applicants were referred to the Police Department for an oral board interview. All candidates passing the oral board were given background packets to complete and return to EPD. There have been no appointments at this time. There are 4 remaining candidates on the eligibility list.
- Firefighter: Currently the City has three vacancies for this position. After another oral board was conducted from the existing eligibility list, 1 appointment has been made. The possibility of a consolidated recruitment with Humboldt Fire is being considered.
- Maintenance Worker: The City has 2 vacancies for this position. 452 "hits" generated 72 applications. Two oral boards were set up for each vacancy as each vacancy is from a different division. Both oral boards were held November 16th; one at City Hall and the other at the Wharfinger Building. 2 appointments have been made.
- Police Officer: The City experienced 2611 "hits" on our website generating 44 applications during an ongoing recruitment. A new eligibility list has been established and sent to the Police Department for an oral board. Currently we have 4 Police Officer vacancies of which we anticipate 2 being filled by 2 recruits currently attending the Academy.
- Police Services Officer: 15 candidates were invited to the POST Entry Level Police Officers Test Battery held September 26th at the Wharfinger Building. 5 Candidates passed the examination and were forwarded to the Police Department to begin the background process. No appointment has been made.
- Police Records Specialist: 515 website "hits" generated 53 applications. An oral Board examination was held on November 7th. The top 7 applicants were sent to the department for final interviews. An appointment was not made as each candidate was disqualified from the hiring process. A new recruitment is underway.
- Recreation Activities Coordinator: 471 "hits" generated 57 applications. An oral board examination was held and the top 6 applicants were sent to the department for a final interview and selection. An appointment has been made.
- Sr. Administrative Assistant: Two vacancies for this position generated 445 "hits" and 48 applications. An oral board was held October 18th. The top 6 candidates were forwarded to both the Community Development and the Public Works Department. Both positions have been filled.

RECLASSIFICATIONS:

Personnel is currently collecting data for analysis of the following positions proposed for reclassification:

- Administrative Assistant Public Works Recreation Division to Administrative Technician I
- Fleet Services Superintendent to Fleet Services Manager
- Harbor Facilities Coordinator to Harbor Recreation Coordinator
- Communications Supervisor to Communications Manager

EMPLOYEE TRAINING AND WORKSHOPS

Personnel staff has undergone extensive training throughout October, November and December in the NEOGOV software program. Training will continue as we bring more functionality to our current processes and new upgrades become available.

ICMA representative Mark Tomasini was available to meet with our employees October 2nd in City Hall Council Chambers to answer any questions participants may have had and to enroll interested employees.

Attorneys' Liebert Cassidy Whitmore provided 4 valuable training sessions during this quarter.

- *Principles for Public Safety Employment* (Eureka Wharfinger Building)
- *Advanced Fair Labor Standards Act* (Eureka Wharfinger Building)
- *Difficult Conversations* (Arcata D Street Neighborhood Center)
- *Front Line Defense* (Arcata D Street Neighborhood Center)

On November 1st, Sr. Personnel Analyst Jill Schoonmaker and Personnel Analyst Nancy Vellis attended recruitment training at the CPS Training Center in Sacramento.

Personnel Director Gary Bird attended the annual CalPELRA conference in Monterey the week of December 3rd.

LABOR RELATIONS/EMPLOYEE RELATIONS

The City strives to maintain positive working conditions and relations with all of our valued bargaining units. MOU negotiations are on-going with one bargaining unit, and negotiations will soon begin on another MOU expiring at mid-year.

DISCIPLINARY ACTIONS

Various disciplinary and complaint matters were addressed or resolved, or are in process of being addressed.

RISK MANAGEMENT

NEW WORKERS' COMPENSATION CLAIMS

21 work related injuries occurred during this period, resulting in 15 new workers' compensation claims.

Memo



To: William T. Panos, City Manager
From: Murl Harpham, Chief of Police
Date: January 18, 2013
Re: EPD Quarterly Report – Oct, Nov, Dec 2012

CHIEF'S MESSAGE

CHRISTMAS IN EUREKA A little history

I always felt that Christmas was a great time for being a cop. Things were usually good. The only downers were some people would get depressed and would end their lives or others would get into family fights and the cop would have to referee.

For the most part people seemed happy. On patrols you would see the best of the Christmas decorations on the homes and share them with the other officers at briefing. Most people only get to see a few of them.

In the early days, the fifties and sixties, there was no Eureka Mall and it was long before the Bayshore Mall and you didn't shop in Old Town as the only attraction there were the 25 bars in the area.

Shopping was done in downtown or Henderson Center so the streets were packed with people shopping and the cars made Fourth and Fifth Street look like a long slow moving parking lot. One of our tasks was to keep the traffic flowing. Christmas music was everywhere and the Salvation Army bell ringers were on most corners. We had trouble passing them without dropping something into the pot.

Then there was always the tradition of visiting the Eureka Inn to see the "BigTree" and listen to the Christmas carolers. Officers and their families would ride in the back of a hay trailer and ride around singing Christmas songs. That stopped when it became illegal to ride without seat belts.

Officers were given the opportunity to sign up for overtime to walk foot patrol in the stores in Henderson Center and downtown. Officers would also be assigned during the peak times of the day to direct traffic at the intersections around Daly's, Bistrin's, Montgomery Wards and the other anchors in the downtown area. Long gone are those stores and places like Kress's, Woolworths, Cliff's and many others.

Most officers loved those foot beats because you got to see the folks that you didn't see in the line of duty all the time. They were the ones who paid your salary and seemed to appreciate your presence. You would hear "Merry Christmas" a hundred times a day. You don't hear that as much anymore.

Of course, the extra work also meant a bigger pay check to spend on gifts for your friends and family. We didn't make much in those days. I started at \$385.00 per month and worked six days week. It wasn't much to raise a family.

I enjoyed walking with the old timers like Captain Carey and Lt. Procissi. They were such gentlemen. We always wore hats and we use to tip our hats to the ladies that appeared older than us. Being much younger, I tipped mine more often. Today, I would not be tipping my hat very often.

I still enjoy Christmas, but it just isn't as much fun these days. Too many Grinches.

NOTE: Christmas occurred in this quarter and since our staff put together such a great report I decided to do something fun.

FIELD OPERATIONS

Between October 1 and December 31, 2012, Eureka Police Officers responded to 9,706 calls for service and conducted approximately 6,163 self-initiated enforcement actions resulting in 2975 written reports and 1424 arrests.

SELECTED CALLS OF INTEREST

CAR JACKING / HIT & RUN ENDS WITH SUSPECT IN CUSTODY

On 12/30/12, at about 12:50 PM, officers with the Eureka Police Department were dispatched to a possible "Car Jacking" that occurred at the 1100 block of 5th St. The victim stated that he was approached by a black male adult, in his early 20's, who brandished a knife and demanded his car keys. The victim turned his car keys over to the suspect, who then fled the area in the victims red Ford Taurus.

At about 2:37 PM, the Eureka Police Department received a call regarding the theft of a cellular phone from the 3100 block of Pine St. The victim in this case said that a black male adult, in his late teens or early 20's, asked if he could use her cellular phone. The suspect was sitting in his red Ford Sedan at the time of his request for the phone. When she handed the subject her phone to presumably make a call, the suspect fled in his vehicle.

Based on the vehicle and suspect description provided by the victim of the cellular phone theft, it was believed that the two crimes of "Car Jacking" and the cellular phone theft were related.

Officers continued to search the city for the stolen red Ford Taurus throughout the afternoon. At about 3:30 PM, an officer with the Eureka Police Department spotted the stolen Ford near the intersection of Harris and California streets. As soon as the driver of the stolen vehicle saw the officer, he attempted to flee and a vehicle pursuit ensued. Due to the high speeds and reckless acts of the suspect, the officer quickly terminated the pursuit in the area of 'A' and Trinity streets.

Moments after terminating the pursuit, a citizen called in reporting that a suspect had just crashed into his car at Hawthorne and 'A' streets. Officers, who were obviously already in the area, quickly discovered that the crash involved the stolen Ford Taurus. A short foot pursuit ensued with the suspect, who was apprehended in a nearby alley.



During a search of the suspect, after his arrest, the stolen cellular phone from the Pine St. detail was found in his pants pocket.

The suspect, who was identified as Marquis Madden Jr (age 19) was taken into custody and transported to the Humboldt County Correctional Facility. Madden was charged with Car Jacking, Robbery, Possession of Stolen Property, Auto Theft, Hit and Run and Probation Violations.

This detail was brought to a successful conclusion, based on teamwork and communication between Patrol and Dispatch and the professional vigilance of the patrol officers in the field.



Hit & Run Victim Vehicle



Car Jacked Vehicle

TRUE FIRST RESPONDERS.....

It is often forgotten by the public that your Police Officers not only respond to an incredibly wide variety of calls, but we usually arrive at the location of any incident before other emergency personnel. This is not because the other departments are slow in their responses, it is because police officers are constantly patrolling all areas of Eureka and our police cars are able to maneuver quicker through town. We also respond to suspicious circumstances and unknown problem type calls that are often determined to be medical or fire emergencies.

Due to these circumstances, two of our officers are credited in saving the lives of two citizens.

On 11-21-2012 at about 3:30 pm, an officer was dispatched to a report of a vehicle that had driven off the roadway into the gravel at the 3000 block of Broadway.

Upon arrival, the officer found the female driver of the vehicle was unresponsive and did not appear to be breathing. With the assistance of bystanders, the driver was removed from the vehicle and lifesaving efforts were initiated. After a few moments of resuscitation efforts by the Officer and a registered nurse, who had observed the incident and offered assistance, the subject began breathing.

Emergency medical personnel arrived on scene and the subject was transported by ambulance to St. Joseph's ER. The Eureka Police Department was later notified by the driver's husband that she had fully recovered and was doing well.



CPR Training

On 11-22-2012 at about 4:30 pm, officers were dispatched to a reported drug overdose at a residence at the 2500 block of Union Street. Upon arrival, officers found an unresponsive male subject. The subject's complexion was blue in color and he was not breathing. An officer initiated lifesaving efforts and after a few moments of resuscitation efforts the subject began breathing. Emergency medical personnel arrived on scene and the subject was transported by ambulance to St. Joseph's ER.

If not for the quick response of these officers and the assistance of concerned citizens, two people most likely have lost their lives.

ON SECOND THOUGHT....MAYBE I SHOULD HAVE CALLED THE POLICE

On October 8th at approximately 2100 hours, officers responded to a welfare check at 1507 5th St. at an undisclosed apartment. The caller reported some sort of suspicious injury to her boyfriend. While officers were enroute to the location, dispatch was able to elicit more information from the caller.... to include that she thought "he may have been shot". This bit of information obviously changed the thought process for responding officers and, as is so frequently the case, the caller was not being terribly forthcoming with the dispatchers.

Upon arrival officers contacted the caller and her boyfriend in an upstairs apartment, where the 'victim' was clutching a bloody rag to his left hand. He was identified as a 17 year old male, who we'll call Johnny (to protect his privacy and our own behinds). Young Johnny is well known to the officers on scene.

As soon as possible, medical aid responded and transported Johnny to St. Joseph. His girlfriend explained to officers that he had shown up at her apartment in his current condition – intoxicated and with a hand injury – about 20 minutes prior. He first told her that he'd done it to himself "accidentally, while cleaning a gun". She didn't really buy the story and tried to question him more about where this had happened. It wasn't until officers were able to interview the Johnny at the hospital, that they learned the real story.

Apparently, Johnny does odd jobs for a local, somewhat notorious, attorney, at said attorney's personal residence. Typically, these odd jobs involve waxing the attorney's various vehicles and occasionally his personal plane. However, on this particular evening, young Johnny had been invited to 'hang out' with the attorney and his significantly younger (though of legal age) girlfriend. Beers (and maybe a little rum) were had, a few friendly games of pool were played and 'suddenly' Johnny wasn't feeling so hot. When the attorney noticed Johnny wasn't doing so well, he told him to go upstairs, take a shower and lie down until he felt better. (REALLY!!??)

Johnny goes upstairs, checks out the bedroom and somehow discovers a loaded .380 pistol, (which was very likely lying on the nightstand, but which the attorney later swears was under the mattress). Now apparently Johnny is feeling better enough to take the pistol into the bathroom, presumably to see how cool he'll look with it in the mirror. Only he thinks he should probably rack the slide back to see if it's loaded, which by now you've probably figured, it was. Johnny put his left hand over the end of the barrel to maneuver the slide back, but leaves his right hand in a gripping position complete with his finger on the trigger. As you can imagine, Johnny, the attorney and the cute little girlfriend all got the crap scared out of them for different reasons.

But the most shocking part of the whole story was that when officers finally went to the attorney's house to confront him about this, as well as to investigate the scene, they found him arguing in the back yard with his girlfriend, who apparently thought he should have called the police. Ya THINK????

Mr. Attorney was very apologetic about not calling, but really "was quite conflicted" about whether to bother us, since "it was an accident". After a quick review of civil liability, criminal negligence and child endangerment, the attorney seemed to sober up and admit that, in hind sight, he should have called. "Well gee, sir, yes, that might have saved you this pesky little criminal matter with the district attorney's office, mightn't it?"

SPECIAL PROJECTS

ABC / EPD RUNS DECOY OPERATION and INCREASED ENFORCEMENT IN ATTEMPT TO REDUCE ALCOHOL RELATED CRIMES

The Eureka Police Department, in conjunction with the Department of Alcoholic Beverage Control, cited two (2) adults who furnished alcohol to a minor decoy and arrested a third adult during a "shoulder tap sting" on 11-09-2012. This operation was made possible through grant funding.

A Decoy Shoulder Tap operation targets adults who purchase alcohol for individuals under the age of 21. As part of the program, an actual minor under direct supervision of a peace officer will stand outside a liquor or convenience store and ask patrons to buy them alcohol. The minor indicates in some way he or she is underage and cannot purchase the alcohol. If the adults agree to purchase alcohol for the minor, agents then arrest and cite them for furnishing alcohol to the minor. The penalty for furnishing alcohol to a minor is a minimum \$1000 fine and 24 hours of community service.



Troy Kuntz

The minor decoys solicited multiple adults outside various licensed establishments throughout the City of Eureka for the purchase of alcoholic beverages. **Derek Charles ROUND**, age 62 of Eureka, **Chuck HALL**, age 55 of Eureka were both cited and released for violation of **Business & Professions Code section 25658(a) – Furnishing alcohol to minor**. A third person, identified as **Troy Jonathan KUNTZ**, age 34, was also arrested for furnishing alcohol to a minor decoy. During a subsequent search of his person, Kuntz was found to be in possession of a controlled substance (crystal methamphetamine), a violation of **Health & Safety code section 11377(a)**. Kuntz was booked into the Humboldt County Correctional Facility on the above charges.

On 11/13/2012, Officers from the Eureka Police Department and the Department of Alcoholic Beverage conducted increased enforcement throughout the city to target alcohol related crime and disorderly conduct. The following stats are from that operation:

- 4 - Individuals were cited for possessing open containers of alcohol in public**
- 2 - Individuals were cited / arrested for probation violation**
- 2 - Individuals were cited for vehicle code violations**
- 1 - Individual was arrested for public intoxication**
- 1 - Individual was arrested on an outstanding warrant**

Funding for this project was provided by a grant from the California Department of Alcoholic Beverage Control's (ABC) grant assistance program.

ON A PERSONAL LEVEL

EUREKA POLICE DEPARTMENT - DID YOU KNOW.....

- There are 88 full and part time employees of the Eureka Police Department.
- There are only 28 Officers assigned to patrol the streets of Eureka.
- On any given watch there is 1 Sergeant and 4 Officers on duty. With trainings, vacations, and Officer off due to injury it is more often only a Sergeant and 3 Officers on duty.
- The daytime population of Eureka is more than 60,000 meaning there is one officer for approximately every 15,000 citizens.
- During our 10.5 hr patrol watches we are authorized a 45 minute meal break. We are on duty during our entire watch. When you are on your meal break, you have to remain available to respond to calls, and the majority of the times we either don't take the breaks or don't get to finish them.
- In 2012 EPD Officers and Police Service Officers responded to more than 81,000 calls for service, which is an average of 221 calls for service a day.
- In 2012 EPD Officer and Police Service Officers took more than 11,370 criminal case numbers, made approximately 5,250 arrests, wrote approximately 3,360 traffic citations, made approximately 290 arrests for Driving Under the Influence, and took more than 800 traffic collision reports.
- There is a supervisor, 4 fulltime and 1 part time employee who work in and maintain the EPD records division. All those reports and citations mentioned above are processed, entered, distributed, and filed by hand by these employees. They are also responsible for answering phones, dealing with citizens who come to the department to be fingerprinted, pay fees and parking tickets, request copies of reports and make reports.
- All the evidence seized and all the property taken as contraband and for safekeeping, including all the evidence seized by the Humboldt County Drug Task Force is logged, and processed by only two (2) employees.
- We have only 8 full time and 1 part-time dispatchers responsible for dispatching units from the Eureka Police Department, Humboldt Bay Fire District, and notify City Ambulance of medical aid calls.
- There are only two (2) dispatchers on duty at any given time. They work 12 hours shifts. One answers the phones and dispatches fire calls, while the other handles the police radio.
- In 2012 the dispatchers handled a total 27,153 Emergency 911 calls and 90,702 non emergency calls. There were a total of 153,299 phone calls handled for the year by our dispatchers. While dealing with all these phone calls they also dispatched the more than 81,000 calls for service and handled the almost 36,000 other Officer initiated activities (traffic stops, pedestrian contacts, security checks etc...)
- There are more than 125 children of the EPD Family. Some of these are grown and on their own with their own children, while others are just weeks old. So can you imagine the number of birthdays, holidays, ballet performances, sporting events, school programs, and other special life events that are missed or have to be delayed due to our work schedules?
- One half of the patrol Officers in 2012 worked some part of every holiday except Thanksgiving. It's just the way the schedule worked out this year but still that's a lot of holidays.
- Almost every patrol Officer suffered some type of injury or was exposed to some type of hazardous biological situation in 2012. Only a couple of these injuries required time off work and many worked through the injuries because they have a work ethic that can only be found in certain professions such as law enforcement and the military.

While there is no possible way to share everything about who we are as a department and as individuals, and what we do and endure during our work days, I hope this shines some light on 2012. There was nothing special about 2012, we were busy, very busy, but we are always busy. That's the way it is in Eureka. We all survived, watched after each other and ensured we all made it home everyday. While 2013

will bring changes in the department such as a new chief, promotions, Officers leaving and Officers being hired, some things will never change.

When you call we will come. We will not drive away from the dangers in our community. More often than not we will race to be the first Officer on scene. COPS are a breed of their own, only rivaled by the brave Men and Women of the Armed Forces.

We will flow with the changes, the short watches, the good and the trying times. If this article strikes up some inner curiosity about "who" we are or what we do, take a second the next time you see an EPD Officer or employee and just ask. The next time you see us either individually or as a group sharing stories over a cup of coffee, don't let the first thought that crosses your mind be we are lazy, or we are getting paid to just drink coffee, use the information in this article and try to understand, WE ARE HUMAN!!!!

In closing, I want to "Thank" my team for their hard work throughout the year, their dedication to their profession, and commitment to the citizens of Eureka.

- Sgt. Stephens

JUST WHEN YOU THOUGHT YOU'VE SEEN IT ALL!

Being a Police Officer in the City of Eureka is always an adventure. No call is ever "routine" and even when we find ourselves responding to the same address for the same problem involving the same people fighting over the same thing as we did everyday for the past week; it's still never the same incident. Officers are trained to treat every situation like it's the first time they have dealt with it regardless of how many times they have responded to that address in the past. This is how Officers avoid becoming complacent. The Police Officers in the City of Eureka are exposed to a wide variety of Calls For Service (CFS), and any Officer who has worked here for at least one year will find himself exposed to just about every type of CFS imaginable. However, we are constantly dealing with situations that people outside of Law Enforcement often find farfetched and hard to believe. Oftentimes the only response Officers have when asked, "Did that really happen?" is "Yup! Sure did! Welcome to Eureka!" Case in point:

On the evening of December 29, 2012, officers were dispatched to the fishing pier at the foot of West Del Norte Street for an Agency Assist. (An agency assist is when a public safety agency from outside the City is requesting assistance). In this case the agency requesting Police assistance was the U.S. Coast Guard. I accessed the call via the Mobile Data Browser (MDB/computer) in my vehicle to find out what type of assistance they were requesting. I found that it had been reported to them that a boat had collided with the pier. Now, having been a Police Officer with the City for the better part of 14 years, I thought I had seen it all. Evidently I had not. I responded to see if a boat had in fact collided with the pier. I had a mental picture of a small row boat having crashed into the pier. Upon arrival, I saw that a boat had in fact collided into the pier; however, it was a 75 foot "vessel" (as the USCG called it) and not the row boat I had envisioned. The vessel was the "Ocean Light" and was flying a Canadian flag.

I walked out onto the pier to ascertain if anyone was injured, as there had been numerous people fishing from the pier at the time of the collision. I found that the "vessel" was a 75 foot sailboat with a 30 foot sail mast. As a result of the collision, the mast had broken in two and the top portion had fallen across the top of the pier causing damage to the safety rail and completely toppling the red, blinking navigation light. The top of the mast had become entangled on the pier and held the sailboat in place. I contacted the boat captain and through slurred speech he informed me that he was not injured, and that he was going to attempt to back away from the pier. However, the top of the mast, which was still connected to the lower portion of the mast, was preventing him from doing so. The captain was advised to cease his efforts as it appeared to me that if he continued, the boat could potentially capsize.

Humboldt Bay Fire personnel responded to assist, as did other City personnel. Together, we were able to dislodge the mast from the pier and free the vessel. The vessel was escorted by the USCG to the pier at the foot of Commercial Street. There, an Officer contacted the boat captain and subsequent to a field sobriety evaluation, placed the captain under arrest for BWI- Boating While Intoxicated! A first for the Eureka Police Department! Welcome to Eureka!

Sgt. Rodrigo Reyna-Sanchez

K9 UNIT

During the past quarter the K9 teams got their fair share of work. Despite some scheduled vacations, the patrol dog handlers managed to rack up 164 deployments, with 15 arrests and a number of evidentiary finds credited to the dogs. A few of the more noteworthy calls are listed below:

On 09/20/12 Officer Rabang and K9 Endy responded to assist other officers on a residential burglary, which had just occurred. One suspect had been detained just outside the victim's house and the second had fled into a nearby gully. Officer Rabang and Endy searched the area and ultimately located the second suspect, who was then taken into custody.

On 11/16/12 Officer LaFrance and K9 Vex responded to a residential alarm and discovered the front door of a residence had been kicked in. A neighbor reported having seen two suspicious men exiting the victim house immediately after hearing the alarm sound. Officer LaFrance saw the suspects run into the dense greenbelt which borders the west side of Sequoia Park. Officers Miyamura assisted LaFrance as Vex began to trail the suspects through the heavy brush. One of the suspects was able to escape via one of the parks many trails. The other was located by Vex after an arduous search, and ended up surrendering just as Vex was getting ready to put the grab on him. (Some crooks just lack good old-fashioned commitment to their craft!)

On 11/27/12 Officer Franco and K9 Ella, assisted the CHP after the driver of a stolen car fled from the officer shortly after crashing the stolen car. Officer Franco and K9 Ella began tracking from the driver's seat of the crashed car and quickly worked the suspect's path for a distance of approximately ½ mile through yards, over fences, down alleys and finally across a gas station parking lot, before leading directly to the suspect, who was then taken into custody for a host of charges including possession of a stolen vehicle, evading, and hit and run.

Happy New Year!

Sergeant Kay Howden
K9 Officer Bryon Franco
K9 Officer Ed Wilson
K9 Officer Lenny LaFrance
K9 Officer Wayne Rabang



CRIMINAL INVESTIGATIONS SECTION

GENERAL CIS INFORMATION:

During this quarter, CIS investigated and/or processed a total of forty-two (42) CWS/APS cross reports, coordinated three (3) extraditions of felony warrant suspects from out of state, handled five (5) after hours callouts requiring detectives, and assisted EPD POP with four (4) probation searches/search warrants. Detectives assisted the US Marshall's Service with the service of an arrest and search warrant on an armed felon.

CIS Detectives assisted Officer Ed Wilson with an ongoing undercover buy operation of a local night club. The case culminated with search and arrest warrants being issued. The case is still being adjudicated criminally and administratively.

MAJOR CASES:

During this quarter, the Criminal Investigations Section (CIS) initiated or provided follow-up investigations in a number of felony cases. Some of the more high profile cases investigated within CIS are listed below.

The following is a summary of some of the higher profile cases investigated this quarter:

Case Number 3C12-7382/3T12-589:

Detectives were called out to investigate this vehicular homicide case in July. The suspect ran down a pedestrian in the unmarked crosswalk at 4th and M street while driving under the influence. The victim subsequently died of his injuries. CIS and Traffic section investigators took over this investigation and subsequently filed the case with the HCDA's office for review and prosecution on the charge of PC 187 Murder due to the evidence found and suspects prior criminal history.



UPDATE: The Suspect in this investigation has now been formally charged by the HCDA's office with PC 187 Murder and is set for preliminary hearing in January 2013.

Case Number 3C12-10314:

Detectives were called out to assist Patrol with a shooting that had just occurred in the 2100 block of Progress Street. The shooting was a result of a family argument between two brothers. A total of 202 lbs of marijuana bud was discovered inside the residence upon search. The case was referred to the HCDA for review for prosecution. The shooting "suspect" was not arrested due to evidence sustaining that the shooting had been self defense.



Case Number 3C12-11284 :

CIS Detectives had been investigating multiple burglaries where firearms were a chief item being stolen. Through diligent work enough probable cause was obtained to conduct a probation search of the suspect's residence which resulted in the seizure of a literal pickup load of stolen and suspected stolen property,

including a large number of firearms and a WWII HAND GRENADE. The investigation is ongoing. To date, a total of five (5) burglaries have been cleared through recovery. It should be noted that the primary suspect in this investigation is currently out on bail/OR for the 4th time in six (6) months.



CIS/EVIDENCE SECTION:

During this quarter, CIS/Evidence has continued to process numerous vehicles, residences, and digital media along with crimes scenes.

The forensic processing of digital media – primarily cell phones – has continued to be a time consuming job, but has resulted in valuable case evidence.

Det. Wilcox has had assistance from Reserve Officer Jim Armstrong in processing evidence during this quarter, which has freed additional time for Det. Wilcox to devote to case investigations.

A new “all-in-one” digital media (encompassing interview rooms, Mobile Audio/Video – in-car camera system, audio, video, photo software & hardware) system has is being installed at the time of this writing. The new system will significantly cut down on time spent collating data from various sources for court presentation; as well as – and most importantly – strengthen the chain of evidence for digital media.

UPDATE: the new Digital Media System is up and running– with a few bugs left to be worked out.

MISSING PERSON/RUNAWAY JUVENILES:

During the past quarter there have been 122 missing person/runaway juvenile reports filed with our agency. There have been 33 W&I citations issued to runaway juveniles.

In September 2012, a woman (Reporting Party) reported her granddaughter as missing person (MP). The RP originally requested a “welfare” check of her granddaughter because she had not heard from her for over one week. An officer checked the MP’s residence. The apartment was empty and had been vacated for approximately one month. The MP’s cell phone mailbox was full. A friend said that their boss was also unable to get in touch with the MP for several days. The MP’s Facebook account showed that other friends were looking for her and that her last post on Facebook was August 19. I spoke with the officer. He said that he learned that the MP worked at a local health food store. I contacted her co-worker who said that the MP had a new boyfriend that lived in Fortuna and that he only knew the first name of the boyfriend. He said that he also worked with the MP in a door-to-door sales business. I contacted the business owner who said that he had not seen the MP for a while either. I contacted the RP who said that she was not aware of a new boyfriend.

I looked at the MP's Facebook page and found a contact with the same first name. I ran the boyfriend's name through CAD and found a phone number and address. The phone number was no longer valid. I contacted the Fortuna Policed Dept. and requested that they check the given address for contact with the boyfriend. He had not lived at that address for a while. I checked CAD for people who may have been associated with the boyfriend. I found a contact number – when I spoke with this person he said that he did know the boyfriend and would phone him and have him contact me. The boyfriend phoned and said that the MP was there with him and he would put her on the phone. The MP said that she had moved in with her boyfriend and that she was fine. I requested that she contact local law enforcement so that her welfare could be confirmed and she could be removed from the Missing Persons System. A couple of days later I received notice that she had contacted law enforcement and that she was okay.

In October 2012 a woman reported her father as a missing person (MP). She said that her father had left a clean and sober house without warning and left his belongings behind. She was concerned because her father had a past history of substance abuse and was associated with a biker gang. She said her father was into mixed martial arts and may have entered a fight event at a local casino. I contacted the event coordinator for the casino. They said that the MP had signed up for an upcoming event in mid-November. They said that they would attempt to contact the MP. I contacted the promotional fight event coordinator who gave me a phone number that they had received from the MP. I phoned the number given and was told that the MP had returned to the clean and sober house. The MP was contacted and was then cleared from the Missing Persons System.

PERSONNEL:

CIS said goodbye to Detective Terry Liles who is returning to the Patrol Division upon completion of his assignment with CIS.

Det. Peter Cress has now been assigned to CIS (effective 1.6.13) replacing Det. Liles. Peter is an experienced officer and investigator and also brings a unique new perspective to the section as he is also a licensed attorney. Welcome aboard Peter!

COMMUNITY RESPONSE / POP UNIT

STATISTICS FOR FOURTH QUARTER 2012:

The following are selected POP Unit statistics (approximate) for the period of 10/01/12 - 12/31/12:

- 57 arrests made (excluding traffic infractions and EMC cites etc.).
- 9+ EMC citations issued.
- 11 search warrants served (drug sales –locations/persons).
- \$48,236.00 cash seized.
- 8 vehicles stored/impounded.
- 36 firearms seized.
- 13 grams of heroin seized (approximately 1/2 ounce).
- 14.7 ounces of methamphetamine seized (nearly one pound).
- 363 pounds of processed marijuana seized.
- 301 marijuana plants seized.
- 24 grams of hash seized (about one ounce).
- 83+ assists rendered (Patrol/CIS/allied agencies).
- 5 POP Unit call-outs to assist Patrol (off hour/day).
- 7 CIT (Community Improvement Team) site inspections and/or inspection warrants conducted (residential problem properties).

January 3rd, 2013 saw the conclusion of POP's first 3 years as an expanded and reinvented unit. As of January 6th, 2013, its supervisor and one detective have rotated out of the assignment and back to patrol duties. The following are selected statistics stemming from POP's activities during this 3-year period (January 4th, 2010 – January 3rd, 2013):

- 770 arrests made.
- 126 search warrants served (POP-originated).
- \$190,726.00 in assets seized (suspected drugs sales proceeds including \$171,726.00 cash and a vehicle valued at \$19,000.00).
- 135 firearms seized (out of the hands of criminals and off the streets)
- 5,525 marijuana plants seized
- 595 pounds of processed marijuana seized.
- 1.2 pounds of concentrated cannabis (hash) seized.
- 4.3 pounds of methamphetamine seized
- 3.7 pounds of heroin seized

These statistics reflect POP's primary focus on low-level dealers and nuisance neighborhood drug houses versus major narcotic traffickers and seizures.

SPECIAL OPERATIONS (other than narcotics enforcement):

- Prostitution sting targeting "Johns" and street walkers (October).
- Assisted HCSO with a search warrant service at a large-scale commercial marijuana growing operation near Blocksburg (October).
- Multi-agency PC 290 sex registrant sweep (November).
- Assisted U.S. Marshal's Office with arrest and search warrant services in Blue Lake on a suspect wanted for armed robbery (November).

TRAINING:

- 3 investigators attended the annual California Narcotic Officers Association (CNOA) training conference in Anaheim, CA. (November).
- 3 investigators attended a building assault course in Redding, CA. (November).
- 1 investigator attended active shooter training hosted locally by CHP (November).

SELECTED CASE SUMMARIES:

The following are some selected POP cases from the fourth quarter of 2012:

POP Raids 'O' Street Grow House – Weed, Guns, and Body Armor Seized



On 10/08/12, at about 1:10 PM, investigators with the Eureka Police Department's Problem Oriented Policing (POP) and Criminal Investigative Services (CIS) Units served a search warrant on a suspected marijuana grow house on the 2700 block of 'O' Street, Eureka. The warrant was in response to citizen complaints about suspected illegal activity there including commercial marijuana cultivation.

Investigators detained two adult Laotian males and two adult females inside the residence. Two small children were also present in the home. During a search of the property, investigators uncovered evidence of a recently

harvested for-profit indoor marijuana cultivation operation inside a detached two-car garage. Approximately 24 1/2 pounds of dried, untrimmed marijuana was located inside the garage. Another approximately 3 1/2 pounds of drying marijuana was found inside the main residence along with 8 pounds of processed marijuana packaged for sale in multiple bags. In all, a total of approximately 36 1/2 pounds of marijuana was seized.

Investigators also located 12 firearms in the residence including 8 assault-style rifles (including AR-15 type .223/5.56mm and .22 LR calibers) and 4 handguns. Two of the handguns were loaded. Ammunition and numerous detachable magazines for the weapons were found including 3 potentially illegal high-capacity pistol magazines. A Military issue "Interceptor" body armor vest with ceramic hard armor plates was located with the firearms. Additionally, one of the loaded pistols, Glock 22 (.40 caliber), was found under a mattress in one of the bedrooms that was shared by a child.

\$7,980.00 cash was found in the pockets of the two male residents. The cash was seized as suspected marijuana sales proceeds.

Officials with the City of Eureka's Building Department responded to assess safety and code enforcement concerns associated with the indoor marijuana grow. (It was determined to be well-outside the provisions of Eureka's Medical Cannabis Ordinance). Due to electrical/fire hazards (unpermitted/unsafe wiring) that were identified, a PG&E worker was dispatched to cut power to the property.



Resident **Jeperson Mykham (age 24)** was arrested and transported to the Humboldt County Correctional Facility where he was booked for unlawful marijuana cultivation, possession of marijuana for sale, maintaining a place for purpose of selling a controlled substance, possession of an assault weapon, unlawful possession of a high capacity magazine, probation violation, and child endangerment. At the time of his arrest, Mykhma was on probation for carrying a concealed firearm.



Resident **Somchanh Khoussinnavong (age 22)** was arrested and transported to the Humboldt County Correctional Facility where he was booked for unlawful marijuana cultivation, possession of marijuana for sale, possession of an assault weapon, unlawful possession of a high capacity magazine, and child endangerment.

This investigation is still on-going. Similar charges are anticipated to be filed by the District Attorney's Office against the two adult female residents (who were detained and released at the scene to care for their children).

The POP Unit later contacted the property owner and issued a "Notice and Order" requiring her to take corrective action to abate the problem. The owner subsequently served an eviction notice on her tenants who have since moved from the property. The problems associated with this grow house have now been fully resolved to the benefit and relief of the neighborhood.



Prostitution Sting Nets 6 Arrests

On 10/18/12, the POP Unit, assisted by EPD patrol officers, conducted a "prostitution sting" in Eureka's Old Town area. This operation was in response to on-going complaints of prostitution activity along 3rd Street west of the Humboldt County Library.

Officers utilized male decoys or "Johns" (undercover officers) driving undercover vehicles. Three women were arrested after soliciting the "Johns" to pay them money for sexual acts to be performed upon them.

A female decoy was also used and 3 men were arrested after they offered to pay the undercover officer money to perform sexual acts upon them. Additionally, a male contacted the undercover officer and discussed prostitution related topics with her (price of acts she might perform). He left the scene prior to agreeing to pay money to the officer. He was later contacted and warned about soliciting acts of prostitution.

During the course of the approximately 4 hour operation, the following suspects were arrested and transported to the Humboldt County Correctional facility:

- **Kristen Leilani Hill**, 39, was arrested for loitering with intent to commit prostitution and soliciting an act of prostitution.
- **Heather Deanne Amador**, 42, was arrested for loitering with intent to commit prostitution and soliciting an act of prostitution.
- **Casey Marie Hunter**, 31, was arrested for loitering with intent to commit prostitution and soliciting an act of prostitution.
- **Jason Garrett Shields**, 40, was arrested for loitering with intent to solicit prostitution, soliciting an act of prostitution and possession of drug use paraphernalia.
- **Alexander Joint Smith**, 25, was arrested for loitering with intent to solicit prostitution and soliciting an act of prostitution.
- **Luis Carlos Valdez-Leal**, 21, was arrested for loitering with intent to solicit prostitution and soliciting an act of prostitution.



POP Raids 'R' Street Pot Houses – Marijuana, Guns, and Cash Seized

On 11/13/12, at about 8:00 AM, investigators with the Eureka Police Department's Problem Oriented Policing (POP) Unit served a search warrant at a suspected marijuana sales house on the 1600 block of 'R' Street, Eureka. The warrant was obtained after the POP Unit developed information the residents were involved in a for-profit marijuana cultivation operation.



Resident **Kevin James Hulcy**, age 30 of Eureka, was detained during a traffic stop away from the residence. During a subsequent search of the residence, investigators located and seized approximately 24 pounds of processed marijuana bud packaged for sale in ½ pound and one pound bags, 5 firearms, \$38,706.00

cash (suspected marijuana sales proceeds), and other evidence indicative of illegal, commercial marijuana cultivation. Investigators also found evidence of an earlier indoor marijuana grow in a detached garage behind the residence.

Hulcy was arrested and transported to the Humboldt County Correctional Facility where he was booked for possession of marijuana for sale and maintaining a space for unlawfully manufacturing, storing, or distributing a controlled substance. Additionally, similar charges are expected to be requested against a female resident (Hulcy's girlfriend) who was not present at the time the search warrant was served.

During the course of the investigation, EPD investigators also obtained evidence identifying the location of a second (rural) property in the Dinsmore area associated with the suspects and their illegal marijuana cultivation and sales operation. This information was relayed to the Humboldt County Sheriff's Office's Community Response Unit. That afternoon, Deputies, assisted by Agents with the Humboldt County Drug Task Force and a POP investigator, executed a search warrant at the property. Approximately 86 more pounds of processed marijuana was located and seized on the property, some of which the suspects had apparently hastily attempted to hide.



On 11/15/12, at about 9:30 AM, POP investigators served a search warrant on a second residence associated with the suspects' commercial marijuana growing operation. This residence was also located on the 1600 block of 'R' Street near Hulcy's house (the second property did not belong to Hulcy).

During a search of the two-story residence, investigators found evidence of a large recently harvested and trimmed indoor marijuana growing operation. A substantial section of the residence (3 rooms in the back and 1 upstairs) had been converted into a marijuana cultivation and processing space. The grow appeared to have been for-profit in nature and was additionally out-of-compliance with Eureka's Medical Cannabis Ordinance.



Investigators seized 15 firearms from gun safes inside the residence including rifles, shotguns, and pistols. Investigators also located and seized approximately a ½ pound of processed marijuana bud believed to be packaged for sale in multiple bags.

Officers also observed a potential electrical fire hazard associated with the indoor marijuana growing operation due to unpermitted wiring etc. PG&E was contacted to disconnect the electrical service to the residence.

Charges including unlawful marijuana cultivation, possession of marijuana for sale, and maintaining a place for the purpose of unlawfully manufacturing, storing, or distributing a controlled substance are anticipated to be requested against the residents, who were not home at the time the warrant was served. This is an on-going investigation and additional arrests may follow.



At approximately 10:00 AM, POP investigators also conducted a related probation search at a residence on the 900 block of 'N' Street Eureka. Travis Matthew Collins, age 28 of Eureka, was contacted and detained at the residence. Collins was on felony formal probation for DUI.

During a search of Collins' home pursuant to his probation status, investigators located a Winchester 12 gauge semi-automatic shotgun and Remington 30-06 caliber semi-automatic rifle concealed under the mattress in his bedroom. Investigators also found approximately 3 ounces of processed marijuana in his room.

Collins was arrested and transported to the Humboldt County Correctional Facility where he was booked for probation violation and unlawful possession of a firearm by a convicted felon.



POP Search Warrant Nets Arrest for Meth, Marijuana

On 12/10/12, at about 10:30 AM, investigators with the POP Unit served a search warrant at an apartment building located on the 1500 block of Second Street, Eureka. The warrant was obtained in response to multiple complaints and tips POP received concerning suspected drug use and sales activity occurring at the suspect's apartment.

Investigators detained half a dozen individuals in the apartment, including a 52-year-old male relative who arrived after they had secured it. The male was carrying a concealed digital gram scale with methamphetamine residue on it, drug use paraphernalia, and a pair of police-issue handcuffs with a key. A stun gun, pepper spray, and hidden container (stash can for concealing contraband) were later seized from the subject's vehicle outside. He was detained and released pending further investigation. However, criminal charges (for unlawful possession of a stun gun and tear gas by a prohibited person) will be requested against the male, who is a convicted felon and on probation for DUI.

During a search of the apartment, investigators located approximately a ½ pound of processed marijuana, drug use paraphernalia (including a meth pipe), and further evidence of drug sales activity including a digital gram scale.

Two children (a brother and sister, age 11-years) were also present in the home. Due to unsafe living conditions (drug house) and other on-going issues negatively affecting their wellbeing, Child Welfare Services (CWS) was contacted. A social worker responded and took the children into temporary protective custody.



The primary suspect, Michael Edward Sovereign (age 66 of Eureka), was not home at the time the warrant was served. At about 11:37 AM, investigators located Sovereign driving on the 2700 block of Harris Street. Sovereign was detained following a traffic stop. Methamphetamine, drug sales packaging materials, and another digital gram scale were located during a search of his vehicle and person. Investigators then searched a second related location near Redwood Acres Fairgrounds. Several more grams of methamphetamine, packaging materials, and yet another digital gram scale were found inside a hidden container there.

Sovereign was arrested and transported to the Humboldt County Correctional Facility where he was booked for possession and transportation of a controlled substance for sale. His bail was set at \$50,000.00. Sovereign posted bail later that afternoon and was released from custody.

EPD Search Warrant Results in Large Meth Seizure



On December 27, 2012, an EPD patrol officer, assisted by the POP Unit, served a search warrant at an apartment on the 800 block of Pine Street, Eureka. The warrant was authored by the officer (now a POP detective as of January 2013) as part of an on-going investigation into a Mexican national drug trafficking operation bringing large quantities of methamphetamine into our city.

During a search of the residence, investigators located and seized nearly one pound (14 ounces) of methamphetamine possessed and packaged for purposes of sale. The suspect, a Mexican national male who is currently in custody on unrelated charges, was not home at the time the warrant was served. This investigation is continuing and arrest(s) may follow.

POP Search Warrant Nets Two Arrests & Nearly 1 ½ Pounds of Heroin

This last case was actually wrapped up during the first week of January 2013. However, we have included it in this quarterly report because the underlying search warrant was obtained in December 2012 following months of investigation. This included conducting a controlled buy of heroin from the primary suspect using a confidential informant.

On 01/02/13, at about 3:15 PM, investigators with the Eureka Police Department's Problem Oriented Policing (POP) Unit, assisted by the Humboldt County Drug Task Force and Humboldt County Sheriff's Office, simultaneously served multiple search warrants at three residences located in Eureka and Cutten. The warrants were the culmination of an on-going investigation into a large-scale heroin trafficking operation involving suspect Luis Miguel Esparza-Zermeno (age 30). The locations searched included residences on the 3900 block of Cedar Street, 4200 block of Walnut Street, and 10 block of Del Norte Street, Eureka.



Esparza-Zermeno was contacted and detained at the front door of the Cedar Street apartment. During a subsequent search of the apartment, investigators located approximately 1.3 pounds (over 20 ounces) of Mexican black tar heroin, a digital scale, and drug sales packaging materials. Additionally, another 10 ounces (over ½ pound) of an unknown substance was found in the apartment. The substance was later sent to the Department of Justice lab for analysis and identification as a possible controlled substance or "cutting agent" (used to dilute heroin and increase quantity/profits).

Esparza-Zermeno was arrested and transported to the Humboldt County Correctional Facility where he was booked for possession of heroin for sale, maintaining a place for drug sales, and possession of marijuana for sale.

During a search of the Walnut Street address (Esparza-Zermeno's primary residence), investigators located suspected pay/owe drug ledgers, 4 pounds of processed marijuana packaged in 8 separate containers, a necklace bearing the image of the "Narco patron saint" Jesus Malverde, 3 more digital gram scales, heroin use paraphernalia, suspected controlled prescription medication pills crushed into powder form, a loaded .22 caliber revolver, and over \$23,000.00 in U.S. Currency. The money was seized by the drug task force as suspected proceeds from drug sales.



A female in the residence, Yisele Bautista (age 19), was arrested for possession of drug paraphernalia and transported to the Humboldt County Correctional Facility for booking. Bautista is Esparza-Zermeno's step-daughter.

In the jail's intake screening area, correctional officers located approximately 2 more ounces of black tar heroin concealed in Bautista's undergarments. The charge of possessing heroin for sale was added to her booking paperwork.

Of no little concern, the Walnut Street residence is located directly across the street from Cutten Elementary School.

No drugs were seized or arrests made at the Del Norte Street address.



NOP (neighborhood nuisance and quality of life) Issues

EPD/POP continues to work with John Shelter's New Direction's Program in addressing the persistent complaints we receive about transient camps and illegal dumping in the City's expansive greenbelt areas. The included "before and after" pictures are courtesy of Mr. Shelter and depict the work his team does in cleaning up the various illegal encampments and garbage piles located in the marshland behind the Bayshore Mall (and other locations around the City). New Directions endeavors to work with the transients and to give them ample notice to remove their personal belongings before the clean-up crew comes through the area.



TRAFFIC

During this quarter EPD Officers took 185 traffic collision reports ranging from major injury collisions to very minor property damage only. Of all the collisions this quarter 85 people were reported to be injured. This ranged from a minor complain of pain to severe injuries. Also during this quarter there were numerous collisions that were not reported (no report taken) because they were minor in nature, no injuries were reported and they were handled civilly by both parties exchanging their information.



This was a parked car that was rear ended by a motorist who failed to negotiate a slight turn in the roadway.

Traffic Analysis Summary

	This Quarter	Last Quarter	This Year 2012
Total Collisions	185	189	849
Fatal Collisions	0	1	5
Injury Collisions	68	60	280
DUI Collisions	19	14	70
Bicycle Collisions	6	10	31
Pedestrian Collisions	15	3	41



The driver of the white SUV sustained minor injuries after his vehicle rolled over during a collision. He was wearing his seatbelt.

Areas of Concern

As always there were by far more collisions on Broadway this year (136 collision reports, 74 people injured and 1 killed) than any other street. Broadway was followed by 4th street where there were 57 collision reports taken, 34 people were injured and 1 person killed. 5th street was next with 53 collision reports taken, 31 injured people and 0 killed.

Office of Traffic Safety Grant

The Office of Traffic Safety Grant funding ended on September 30th. Fortunately EPD was awarded another grant (\$60,000) from OTS which started October 1st 2012. The OTS grant provides funding for specific overtime traffic details such as:

- Distracted driving (Cell phone and texting violations)
- Primary Collision Factor violations such as: Speeding, Red Light Running, Unsafe Lane Changing, Following Too Close, Failure to yield the Right of Way, etc.
- Special Motorcycle DUI Patrols
- Special day time Motorcycle Patrols
- Stakeouts of people who habitually drive with a suspended driver's license.
- Warrant Sweeps of people who fail to appear in court and have outstanding DUI warrants
- Court Stings, (watch as a subject drives from court after the judge suspended his / her driving privileges, stop , cite and tow their vehicle)

The OTS Grant also provided \$20,000 for the purchase of one fully equipped Police Motorcycle, \$2,521 for a Police Motorcycle helmet and radio equipment, and funding for officers to attend specialized training such as.

- Standardized Field Sobriety Testing
- Advanced Roadside Impaired Driving
- Drug Recognition Expert Training

EPD was also awarded another Grant (\$22,650) through the Office of Traffic Safety which provided funding for 4 DUI / Driver's License Checkpoints, and purchase additional equipment necessary to conduct checkpoints.

Total Number of Citations Written

<u>This Quarter</u>	<u>Last Quarter</u>	<u>This Year 2012</u>	<u>Last Year 2011</u>
706	737	3357	3390

Total Number of DUI Arrests

<u>This Quarter</u>	<u>Last Quarter</u>	<u>This Year 2012</u>	<u>Last Year 2011</u>
69	65	292	336



Wear your seatbelt.

SCHOOL RESOURCE OFFICER – Officer Chris Jenkins

This is a very exciting time for both the Eureka City School System and the citizens of Eureka. After being in the works for a very long time, Winship School will again open as a Middle School. This great news was made public in December and was a collaboration of a lot of hard work by a lot of people. Winship has already started student sign ups, and the school will be ready to open on August 26th of this year. This will be the start of the new school year. To start with Winship will be a sixth and seventh grade middle school. When the 2014 school year starts, Winship will be a sixth, seventh and eighth grade middle school. The reason that Winship is starting out as a two grade middle school is so that the seventh grade students that are currently at Zane Middle School now will have the chance to complete their studies at the same school.

Re-opening Winship as a middle school was originally conceived by our former Superintendent Greg Haulk. Prior to being able to see his vision come to fruition Mr. Haulk moved to Huntington Beach to become the new Superintendent there. When our current Superintendent Mr. Fred Van Vleck arrived and took over the reins of Eureka City Schools he completed what Mr. Haulk had started. Eureka will again be a two middle school city. This is a great thing for the future students, the staff and the city in general. What was a vision was made into a reality by Mr. Van Vleck. Mr. Van Vleck is a dynamic and positive leader who expects positive things from his staff. I know that Mr. Van Vleck will bring the Eureka City School system back to its glory. He is completely dedicated to our schools and will do what needs to be done for our students to succeed.

The new Principal for the new Winship Middle School will be Kathleen Cloney Gardiner. Cloney Gardiner is a wonderful choice to run our newest school. She has worked her way up from a teaching position to being the Assistant Principal of Zane Middle School and the Assistant Principal of Eureka High School. Cloney Gardiner was then promoted to be the Principal of Washington Elementary School with a student base of over five hundred. With these qualifications, Cloney Gardiner is the perfect fit to run our newest school.

There are many more exciting things happening in the Eureka City School District. Football at Eureka High School was a very big deal and all of our games were close and the community supported the program in every way. Attendance at the games was amazing and everybody cheered until their lungs were sore. While we did not go undefeated, every team that played us knew that they had been in a game. One of the much anticipated games of the year was the homecoming game and dance. The stands were full and the cheering was loud. The after game dance was a great success with everyone having a wonderful time.

Football is not the only sport that the high school has been busy with. Both boys and girls basketball is in full swing. Eureka High recently hosted the now famous Logger Classic Basketball Tournament. All of the games were close and very exciting. Although we did not win the tournament, everyone who participated had a wonderful time and we congratulate Ukiah High School for playing above and beyond and winning the tournament.

Girl's golf and tennis are also underway at EHS. These are some very brave girls as they have to not only battle the other teams but also the weather which we all know has not been the greatest lately.

Eureka High School also has a Multi – Cultural club that consists of many dedicated students. Some of the things that this club does are to perform in public. They have wonderful dresses of all the colors of the rainbow. The kids in this club perform wherever and whenever they are invited to do so. They have performed for clubs, churches and various community organizations. They also gave of their time to travel to Zane Middle School and performed for all of the students there. Scott Mauroff who is the advisor for this club says that the club exists so that we can bring people of all races together and so we can see that we are not so different after all.

The EHS theater group is also under way and the kids are working very hard at their craft. In October they put on the play "The Laramie Project" which is a bit of a controversial story but the kids did a wonderful job with it. The play was well received and was attended by many in the community. I have had a chance to see the theater group in person when my daughter and I attended the play "Macbeth". This was a fantastic play

put on by some very dedicated staff and students. The theater was full and the play was very affordable. I am amazed at some of our kids, they have no fear. To be able to stand up in front of hundreds of people and perform the way they do is quite simply wonderful to see. When our students set their minds to do something, they do it, and do it well.

Eureka High is not the only school where things are happening. Zane Middle School welcomed a new Principal as well. Jan Schmidt moved from Lafayette Elementary School to Zane at the start of the new year. As with Cloney Gardiner, Jan has a wealth of experience that she brings to Zane. Zane also has their sports teams up and running. Currently the boy's seventh and eighth grade basketball teams are playing and are doing very well.

Zane also decorated their perimeter fence with red ribbons during red ribbon week. Red ribbon week is a symbol to say NO to drugs. All of our schools participated in red ribbon week to get the message out that drugs are bad and that they (Students) don't want anything to do with them. This is something that all of our schools can be very proud of.

Zane also had a field trip in November for the entire eighth grade. The kids traveled to Humboldt State University to see what a university setting was like. The kids were able to see that college is much different than their school and it planted the seed that higher education is not something to fear, but rather something to look forward to. Zane counselor Trevor Hammons was the person who made this experience possible for our eighth grade class.

All of our elementary schools have been very busy with many projects in their schools. Red ribbon week was also a great hit at the elementary schools. These kids are bright and wonderful kids who want nothing more than to soak up information that their teachers are giving them. They also kind of like recess as well, but I am sure that is way down on their list, NOT.

While there are so many great things and adventures that are going on at our schools, there is an area that we are working on and that needs much more work. This area is attendance. We are working hard to bring our attendance levels up and have some exciting new ways that we are doing that. But for the most part, attendance starts at home. If we don't have parent support then it is a much more difficult problem. When we have the parents behind us and involved in the learning process then everyone wins, especially their kids.

We are also having some problems with bullying and cyber bullying in our schools. The great thing that I love about Eureka City Schools is that they do not bury their heads in the sand hoping that a problem may go away on its own; they meet the problem head on. We have put together a Bullying team that consists of members from the Schools District office, counselors, administrators and law enforcement. Together we are working hard, putting on various community town hall type meetings where we talk about the problem of bullying and strategies that we are using to deal with the problem. I was just about to write that I don't think that we will ever put an end to this problem, but thinking more about it I believe at a point we will end the bullying in our schools. We have too many dedicated people who have been putting their heads together to come up with a solution to this problem. I truly believe where we will reach a point that we will be able to head off any bullying problems before they start.

To sum up this report Eureka City Schools has new leadership and things are being turned around. Enrollment is up and the future has never looked brighter for our schools. Our administrators and our teachers are excited about what they are doing and what is going on in the ECS system. And believe me you can see that our students have also picked up with the change and they are running with it as well. Our students are more involved with their schools than ever before. They are growing up to be the amazing young adults that we all knew they can be.

To the readers of this report, I would like to thank you for taking the time to read this. I am also issuing you a challenge; make our children's education a part of all our lives. Come out to the schools and get involved. Come see a play at Eureka high, go to a Zane basketball game or visit an elementary school. I can absolutely promise you that you will come away with a smile and a good feeling.



Eureka Police Department Explorer Post # 104

This quarter the program has been busy with recruitment for the Explorer Post. Since the start of the 2012/2013 School year we have recruited a number of youths from both within the City of Eureka and as far as Rio Dell. The Post membership has moved from initial 4 members to now 14 registered youth within the Post. In December we promoted our first Post Captain, Explorer Shane Basden, (Fortuna High School) and our new Post Sergeant, Explorer Hannah Gray. (Recent EHS graduate) These Explorers have exemplified leadership qualities and are committed to running the organization with peer to peer interaction as guided via the Boy Scouts of America, Exploring Leadership.

The current goals of the program are to have up to 20 youth registered in the Explorer Post.

The Explorers meet the 1st and 3rd Thursdays at the Eureka High School from 1800 to 2000 hours and are receiving on-going in-service training via guest lecturers, and every spring (Usually Month of April) we have an intensive training program hosted at College of the Redwoods, Police Academy. The Explorers are prepared after completion of this training day to fulfill the 50 hours training program to prepare them for Ride-A-Long program via the Patrol Division. The Explorers are authorized to ride along with Post Advisors and Field Training Officers twice a month. The Explorer program is in its second year of existence.

FIELD SUPPORT

COMMUNICATIONS

In an effort to promote greater spectrum efficiency, the FCC (Federal Communications Commission) required all Public Safety and Industrial/Business licensees using 25 kHz VHF and UHF radio systems migrate to minimum 12.5 kHz efficiency by January 1, 2013. In December 2012 the department completed the process of narrow-banding our communications system. This process involved narrow-banding all department portable and mobile radios, and purchasing new communications equipment capable of supporting narrow-banding.

The last recruitment for Communications Dispatchers was very successful. On December 10th and 11th, (19) nineteen dispatcher applicants were interviewed. After evaluating all applicants, (7) seven applicants were selected to move forward with the initial background screening process. The background team is working very hard to fill the two vacant positions in dispatch.

RECORDS

Currently Records is down one position. If one of our Records Specialists receives the PSO position she tested for, we will be down two! Our first round of applicants failed to fill the position of one remaining position. Round two is in the works. Police Records Specialist position is limited for advancement so leaving us short another employee is not good but the chance of advancement is priceless. We welcome the challenge!



Parking – Our Revenue for the same three month period 2012 compared to 2011 is down by approximately \$3,000.00. One of the reasons could be because we only have one part time parking enforcement officer. One PSO did help for a total of 2 months in 2012 but also Traffic Officer Greg Hill was off on deployment and his tickets could have easily made the difference. In the three month period of 2010: 860 parking tickets were issued vs. 1,002 in the three latter months of 2011.

The City informed the Records Section we will soon have a new choice of payment; credit cards. They hope to have the system implemented within a couple of months. They are waiting the new arrival of our Cisco brand telephones. Many of our clients would prefer to use credit cards. We are certain we will have more satisfied clients.

Two birthdays were celebrated –Alisa Cudney and Christina Laramore! We again wish you, “Happy Birthday”!

PROPERTY

Mary Anderson, who is a retired Police Services Officer, has returned as a temp to work in Property a few hours each week. Mary has been primarily assisting in the computer entry of evidence that has been booked, attaching documents to the original report in records, and in the preparation of Search Warrant petitions for DTF to clear the evidence in those cases. We still have interruptions to release property that has been held for safekeeping (50 to 60 each month) or to return found property to their owners (25-30 each month) The follow up with the Post Office and major businesses to request that they comply with their own policies regarding the handling of found property in their facilities has improved the situation by decreasing the volume of found property that is received at the department.

Individuals seeking the return of a firearm that is being held by law enforcement must submit an application to the California Department of Justice and go through an eligibility check to determine whether they can possess a firearm. In addition the applicant must provide proof of being the owner of the firearm, and in the case of a handgun, must be the recorded owner of the gun in the DOJ system. The department may dispose of an unclaimed firearm 180 days after the owner knows it is available for release. Last year our Department destroyed 170 firearms that are no longer in the community.

VOLUNTEERS

The Eureka Volunteer Patrol and other volunteers were busy again this quarter totaling 260 hours of service to the Community. The Volunteer Patrol consists of 8 members who each average approximately 10.83 hours per month of service. In this quarter, they covered 502 miles and performed 28 vacation checks.

EVP grand totals for the year are 1032 hours, 2790 miles and 63 vacation checks.

Our Volunteer Reserve Officer Mike Stephen, logged in 53 volunteer hours this quarter performing background investigations, assists in Patrol, DUI checkpoints and many areas as requested and as an advisor for our Explorer POST 104. For the year of 2012, Officer Stephen logged in 341 hours as a volunteer. (See more information regarding Officer Stephen under the Bragging Rights section.)



- For Officer Eddie Wilson from Mark Lamers PES PhD, to commend him for his compassion and desire to have the best outcome for a patient at SV.
- To Communications Dispatcher s Karina Timmer and Jennifer Dennison from Bill Gillespie, Assistant Fire Chief, to commend them for their exceptional performance during a major structure fire in Samoa, while tending to other calls for service and demands of the community.
- To Chief Murl Harpham from Arcata PD Chief Tom Chapman to thank him, Sgt. Adam Laird and Officers Andrew Endsley, Kyle Miyamura and David Chapman for assisting APD to make Halloween 2012 on the Plaza a successful event.
- To Records Supervisor Erin McBride from Paulina and Pam Lindquist, to thank her for the tour of EPD and being such an understanding, patient interpreter of English/Swedish.
- For Sgt. Bill Nova and Senior Traffic Officer Tim Jones from School Resource Officer Chris Jenkins, to thank them each for the 4 hours of their Saturday off time used to train 18 Explorers on Firearms Familiarization. They provided two hours of classroom training and two hours of live range training using 40 caliber Glock handguns and the patrol 12 gauge shotguns. Sgt. Nova and Officer Jones are two of the reasons that EPD is the very best law enforcement agency anywhere.
- To Officer Shawn Sopoaga from Ky Hair Design to express her gratitude to him when a client who received some services at her salon did not pay. After the officer contacted the client, the client returned and paid her bill. She was very pleased with the result and with Officer Sopoaga.
- To Police Records Specialist Alisa Cudney from Jim Schmitz, an Australian citizen, for her help and assistance in confirming his payments were received on a citation and his credit rating was maintained, but mostly to thank her for being so nice and helpful to him over the phone to work through this old outstanding issue. He really appreciated her help.
- To Communications Dispatcher s Katie Kime and Brittany Wilson from Bill Gillespie, Assistant Fire Chief, to commend them for their exceptional performance during a major structure fire in Samoa, while tending to other calls for service and demands of the community.
- To Chief Murl Harpham, from the mother of a barricaded subject who wanted to thank him for how the call was handled. She lives 2 ½ hours away and felt this was every mother's worse nightmare. The fact that it ended so well with her son surrendering was a miracle. She thanks the officers that responded that day and the hours they were out there in that tense situation.
- To the Eureka Volunteer Patrol from Richard and Nancy Gardner, a gesture of appreciation for their services year round, in the form of a \$300 donation.



Bragging Rights!



Detective Patrick Bishop Presented the Alfred E. Stewart Award

On March 9th 1973 San Bernardino Deputy Lt. Alfred E. Stewart was gunned down in the area of the Cajon Pass area of San Bernardino. At the time his death he was the head of the County's Regional Drug Task Force. Al Stewart was shot to death after a brief shoot out with a parolee who had shot and killed a CHP Officer and stolen that officer vehicle. During the shoot out Al was shot in both legs. The suspect Youngberg then walked up to Al and shot him in the chest. Al was later pronounced dead at a local hospital.

Alfred E. Stewart was one of the founding members of CNOA and the eighth President. The Alfred E. Stewart award was created in 1973 to honor Al for all that he did for law enforcement and the community.

CNOA is made up of eight Regions. Every year each Region accepts names for their Regions Narcotic Officer of the year. A panel reviews the names sent to them and selects one person as their Regions Nominee for the Alfred E Stewart Award and Narcotic Officer of the Year. The winners of each Region are presented with a plaque at the CNOA Conference and that is where the Alfred E. Stewart Narcotic Officer of the Year award is presented to one of the eight Region nominees.

This year, Detective Patrick Bishop was selected as Region eight's Narcotic Officer of the year. This is a great honor in itself and a humbling experience for any officer. We are proud of Detective Bishops exemplary accomplishments and the award manifests these achievements for the citizens of Region Eight.





Reserve Officer Michael Stephen Recognized for Years of Service Upon His Retirement

On October 1, 2012 Mike honorably retired as a State Parole Agent with CDCR/Division of Adult Parole Operations after 28 years of service. Mike was honored at the department on the morning of October 8, 2012 with a presentation of California State Assembly Joint Resolution by Assemblymen Wes Chesbro (Arcata) and Senator Noreen Evans (Santa Rosa) honoring Mike's (32) thirty two years of service to California Law Enforcement and its Citizens. The Resolution noted Mike's 28 years of service with California Department of Corrections & Rehabilitation as State Correctional Officer, State Correctional Sergeant, and State Parole Agent. Also noted on the Resolution was the (22) twenty years of service as a Reserve Police Officer with the Eureka Police Department, and as Reserve Deputy Sheriff with the Del Norte County Sheriff's Department. Numerous awards and commendations received during his (32) thirty two years of Public Safety Service.



Reserve Officer Mike Stephen presented an Assembly Resolution from John Wooley, on behalf of Assemblyman Wes Chesbro and Senator Noreen Evans

On October 2, 2012 Mike was appointed by the Chief of Police Murl Harpham as a temporary Reserve Police Officer assigned to the Background Investigation Unit of the Police Department. Mike continues to serve a voluntary role as Reserve Police Officer, Level II and Associate Advisor to the Police Department's Explorer Post #104.

Mike has (10) ten years of volunteer service to the citizens of Eureka with 4, 800 man hours as Reserve Police Officer as of November 2012, Mike's EPD anniversary date.



EPOA honors officers and employees at annual dinner

The Eureka Police Officers' Association voted for their Officer of the Year, Rookie of the Year, Non-Sworn Employee of the Year and the Pat Mitchell Award recipient. There was no recipient for the James Manos award this year.

Officer of the Year went to Officer Tim Cooper, Rookie of the Year went to Officer Travis Anderson, Non-sworn Employee of the Year went to Police Services Officer Jocelyn Haske, and the Pat Mitchell Award was given to Homeless Liaison Pamlyn Millsap.

These individuals were selected for the exemplary service to the community, professionalism and teamwork shown internally within the Department, and an optimistic and “can do” attitude by going the extra mile. Congratulations to all the recipients.

New Hires, Promotions, Departures, New Assignments

To the Crisis Negotiation Team – School Resource Officer Chris Jenkins, Officer David Chapman, Detective Peter Cress, Officer Stan Harkness

To Field Training Officer - Old Town Officer Drake Goodale, Officer JD Braud, Officer Shawn Sopoaga and Officer Tim Cooper

To Problem Oriented Policing Section – Sgt. Mike Guy and Detective Travis Braud

To Patrol Section – Sgt. Steve Watson, Officer JD Braud and Officer Terry Liles

To Criminal Investigations – Detective Peter Cress

To Traffic Section – Officer David Chapman

From Traffic Officer to Senior Traffic Officer – Tim Jones

CITY OF EUREKA

PUBLIC WORKS

4th Quarter Report

OCTOBER – DECEMBER 2012

PUBLIC WORKS ADMINISTRATION

Public Works Administration processed 477 service requests during the fourth quarter of 2012. They included 209 street related issues, 58 facility maintenance issues, 74 water distribution issues, 27 were related to sewer, 1 for wastewater treatment, 27 were park issues, 3 were related to storm water, 2 harbor issues, 23 work requests, and 59 items were addressed by administrative staff (which included encroachments, site obstructions, graffiti and illegal dumping).

ENVIRONMENTAL PROGRAMS DIVISION

The Environmental Programs Division provides oversight of the City's recycling/waste diversion programs, administers the City's solid waste disposal contracts, and assists with trail development, grant management and committee staff support. The following is a brief description of the projects and programs administered by the Environmental Programs Division for the fourth quarter of 2012:

Recycling /Waste Diversion

Since the implementation of the Mandatory Garbage and Recycling Collection Ordinance, recycling tonnages have significantly increased. Recycling has been made available to all City facilities. Mandatory residential, multi-family and commercial recycling programs are in full effect. The commercial recycling program began in December. The commercial program will continue to increase the City's diversion rate. These programs have contributed to the City coming into compliance with the State's ambitious waste diversion mandate, AB 939, for 2009 and 2010. The 2011 report is still pending.

While the Environmental Programs Division realizes that meeting the AB 939 mandate and lessening the City's environmental impact is a top priority, the Division also realizes that doing so cannot be at the expense of our rate payers. Staff will continue to work diligently with Recology and Humboldt Waste Management Authority (HWMA) to research cost savings measures and avoid significant cost increases.

Public Recycling Education Program

The City, in coordination with the Humboldt Waste Management Authority, continues to administer an annual campaign of advertisements and events promoting our on-going recycling programs, green waste, food waste (home composting) and other related measures. In addition, the City continues to be a member of the regional Recycling Task Force, partnering with most of the other governmental jurisdictions in the County to promote public awareness, and share the cost of advertising for existing recycling programs and special events.

The Environmental Programs Division has developed recycling curriculum that has been incorporated into Sequoia Park Zoo's educational programs. Incorporating recycling education into the Zoo's programs will go a long way towards reducing costs associated with public education and outreach. The program will also be more effective by reaching more students than previous programs.

Regional Food Waste Diversion Facility

The City continues to coordinate efforts with the Humboldt Waste Management Authority (HWMA) on the development of a regional food waste digester project. The City of Eureka has teamed with HWMA in completing the Initial Study and CEQA review. The projected location ("Crowley Property") for the facility will be adjacent to the City's existing Wastewater Treatment Plant (WWTP). The development of a regional food waste diversion facility will increase Eureka's ability to divert solid waste from the waste stream, and assist the City in maintaining compliance with the State's ambitious diversion goals. The project proposes to construct five in-vessel digesters for the anaerobic breakdown of food waste that is generated at local restaurants, schools, festivals, institutions and eventually residents. Methane generated from the process will provide power for the City's WWTP, creating a very energy efficient system. Excess methane will be converted to energy and either sold back to PG&E or used as credit for other City facilities. Currently, Recology and HWMA are performing a pilot collection study with local businesses to evaluate how the collection process will work.

Backyard Composting Bins

In 2012, the Division continued its backyard compost bin program, and bins are now for sale to all Eureka residents for \$40.00. The bins may be purchased at the Environmental Programs Division (441-4184) at City Hall.

Elk River Wildlife Trail Project

Over the last two years, Environmental Programs and Redwood Community Action Agency (RCAA) staffs have acquired over 1.7 million dollars in grant funding for the construction of the Hikshari' Trail/Elk River Access Area. Environmental Programs and Community Development have completed CEQA review and all other necessary environmental permitting. The multi-use trail, a component of the Eureka Waterfront Trail and Promenade Plan, will generally run along the bay shoreline through the City's Elk River Wildlife Sanctuary. It is proposed as a hard paved surface of ten feet for bikes, wheelchairs and also accommodating infrequent maintenance and emergency vehicles and two two-foot wide adjacent sections of unpaved surface for walkers and joggers. In addition, the project includes trailhead improvements at Truesdale Vista Point and the existing Hilfiker Lane parking area (parking, signage, picnic tables, lighting, landscaping, public art and restrooms), improvements to an existing footpath loop, and accommodation for paddlers.

Currently, trail construction is running full speed ahead. All construction and amenities should be complete by mid-January 2013.

Parcel 4 Feasibility Study

The Environmental Programs staff applied for and was awarded \$525,000 for the Eureka Waterfront Access Project. \$30,000 of the grant was allocated for a natural resource enhancement and public access development feasibility study for Parcel 4. Redwood Community Action Agency and Greenway Partners were awarded the contract and developed feasible project elements and plan view maps. Staff has presented the study to Council earlier this year.

Environmental Programs staff is also performing a Phase I assessment to determine if contamination is present on-site.

Humboldt Coastal Trail Implementation Strategy

RCAA received a grant from the State Coastal Conservancy to work collaboratively with local, state and federal agencies to developing an implementation strategy for building California Coastal Trail (CCT) segments in Humboldt County. This implementation strategy prioritizes recommended trail segments and makes recommendations of programmatic initiatives to increase the efficiency of the CCT's development. Environmental Programs staff has provided all pertinent information and guidance pertaining to Eureka for this Strategy.

Environmental Programs staff and RCAA have developed 75% design and permitting for the CCT segment from C Street Plaza to the foot of Del Norte through Conservancy funding. Recently, the City was allocated Transportation Enhancement funding to finalize design and permitting. Once complete, these documents will allow the Environmental Programs Division to seek funding for construction of this segment of the CCT.

STORMWATER DIVISION

The Stormwater Division is working closely with the other regional municipalities to prepare for the provisions of the next Phase II Stormwater Permit. Stormwater Division staff is the Chairperson for the North Coast Stormwater Coalition. The Coalition meets monthly to discuss regional stormwater issues and general permit issues. The Phase II Permit has been through the comment period and is ready for adoption. It is tentatively scheduled to be adopted in February 2013. The City will need to start implementing the new provisions soon thereafter. The Stormwater Division is proactively preparing to comply with those provisions.

The Stormwater Division is also working hard to comply with the illicit discharge detection and elimination MCM of the SWMP. Since the inception of the stormwater program, the Stormwater Division has established a stormwater discharge control ordinance, two stormwater hotlines and an erosion control ordinance and permitting program. All stormwater complaints are documented in a database and investigated. All erosion control permit applications are filed within the same database and tracked through building inspections and hotline complaints.



Before



After

These programs have effectively helped prevent polluted stormwater runoff from entering our waterways. Since the inception of the stormwater program, the Stormwater Division received and responded to hundreds of complaints via the hotline and webpage. During this quarter, ten complaints were received and responded to. Each complaint has provided the opportunity to educate the public and local businesses about the City of Eureka's stormwater program. They also help protect water quality in our local waterways and Humboldt Bay.

WASTEWATER COLLECTION

The Wastewater Collection Division hydro cleaned 38,012 feet of sewer mainline, rodded 8,457 feet of sewer mainline and televised 3,000 feet of sewer mainline. Crews made 8 main and lateral repairs and one new lateral service installation. Crews also replaced the exhaust fan at O Street lift station.

Staff is working on the radio band narrowing width adjustments with Six Rivers Communications. Some lift stations need a different antenna to make the band width narrowing work. Jacobs's Avenue, O Street, K Street and Charles Place all need new larger antennas.

Other work completed included rebuilding one of the air compressors at Del-Norte & Broadway lift station, repairing two more sections of 6" main sewer pipe on the failing B Street to Lowell street gulch line, and continuing to do as much televising as we can to identify and eliminate as much I & I as possible.

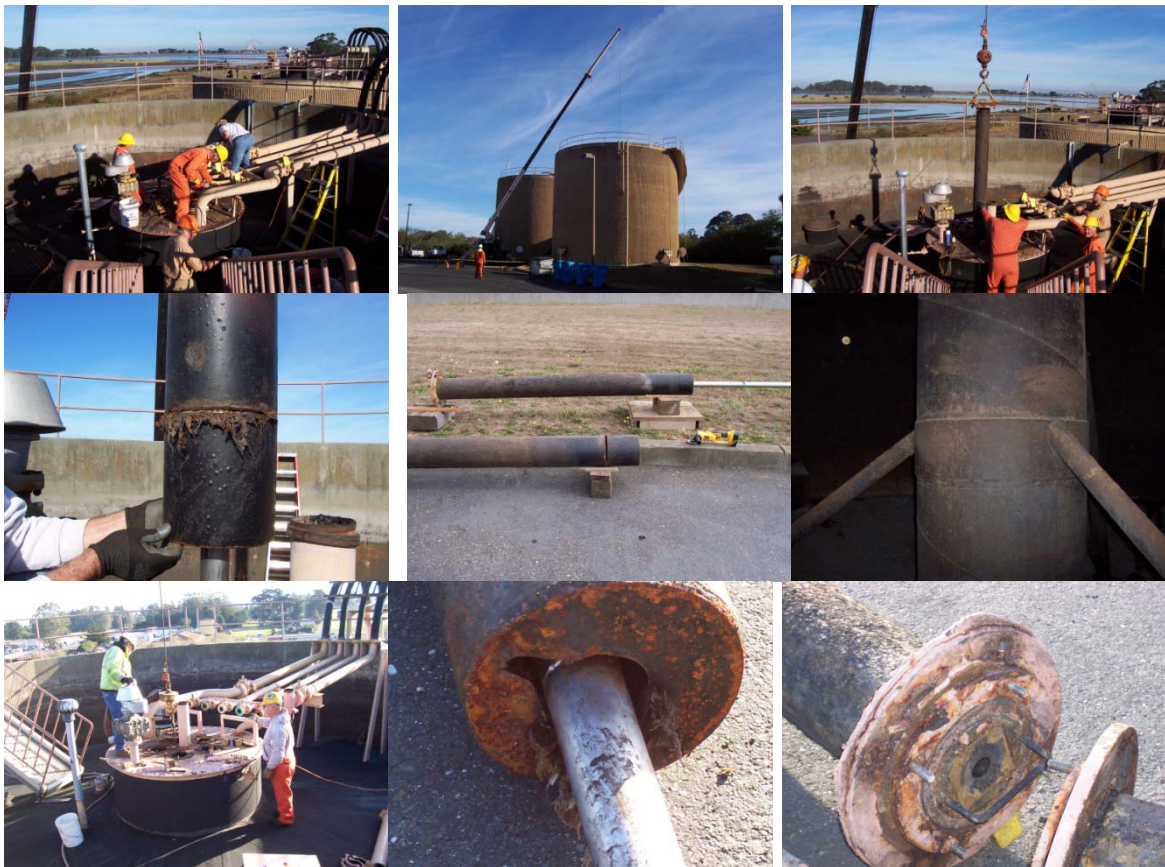
WASTEWATER TREATMENT PLANT



Synagro and their sub-contractor arrived first part of Oct, 2012 and unloaded their equipment. By mid week they finalized set-up and began pumping out the first digester.



With the first digester cleaned, maintenance staff began pumping south sludge lagoon to holding tanks for processing by Synagro and early morning loading of transport trucks. We have had multiple problems with the dredge because of age and worn out parts. Maintenance has worked diligently to keep the dredge working while we proceed with processing of sludge lagoons.



Anaerobic Digester Rehabilitation Project

Staff removed the south digester dome piping lance tubes with replacement of broken brackets inside digester.

Maintenance staff received a load of piping and cable from Synagro to be able to complete dredge work and be to get to areas of south lagoon that have not been worked for quite some time.

Completed reinstallation of lance tubes, new valves, and piping on south digester.

Staff transferred contents of north digester to south digester in order to get it back on line with good gas production the first week of December.

Staff completed lagoon pumping and the last bio-solids trucks were loaded for removal from plant just before Christmas.



Delivery of secondhand digester gas engine purchased for spare parts

Pretreatment

(Permitted Industries)

Ten inspections and sixteen wastewater samplings were conducted at Eureka businesses. Regular pretreatment facility inspections are performed by the City to monitor and ensure compliance of all permitted businesses. Notices of Violation were issued to Pacific Choice Seafood on 11/7/12, and 12/4/12 for oil and grease limit violations; and to Mission Linen Industries on 10/4/12, and 11/7/12 for chloroform, zinc and total petroleum hydrocarbon limit violations.

(Non-Permitted Industries)

The Pretreatment Division performs inspections of non-permitted industries in order to identify any new industrial dischargers. One non-permitted industry was inspected.

A request for approval to discharge wastewater generated from fire suppression at Foxfarm Soil and Fertilizer Company was denied due to the presence of dioxins in the wastewater.

(Copper Investigation)

In response to a NPDES discharge violation of our 6 month copper median wastewater sampling was conducted to determine the amounts and source of the copper. A total of 24 wastewater samples were collected from industrial users, pump stations, and the Wastewater Treatment Plant influent. In addition to sampling, flow information (where available) was analyzed to determine the total mass of copper coming from different sources.

(Fats, Oil, and Grease (FOG))

The City's FOG program includes grease trap and interceptor inspections, and public education regarding kitchen Best Management Practices (BMP). Forty-one (41) grease interceptors and traps were inspected for fats, oil, and grease.

An inspection conducted on 10/12/12 confirmed that Los Gallos installed a flow restrictor on its grease removal device as required.

A Correction Notice was issued to Bayshore Mall on 10/19/12 requiring an inlet pipe on a grease interceptor to be repaired.

An inspection conducted on 10/22/12 confirmed that Faith Center Church installed a flow restrictor on its grease removal device as required.

Correction Notices were issued to the following: St. Vincent DePaul on 10/24/12 requiring their grease removal devices to be repaired, to Dominos Pizza on 10/25/12 requiring repair to their grease trap, and to Alder Bay Assisted living Center on 11/1/12 requiring their dishwasher to be disconnected from their grease trap.

An inspection conducted on 11/29/12 confirmed that Banana Hut installed a flow restrictor on its grease removal device as required.

WATER TREATMENT

In addition to normal preventative maintenance and operations, LACO Engineers bored holes for soil analysis around the reservoir site. The local Air Board conducted annual inspections of our standby generators located throughout the City.

Laboratory

Laboratory conducted both routine and special testing for the water and wastewater facilities. This included acute and chronic bioassay samples, bio-solids, and annual NPDES required testing. Lab staff assisted in accounting for the solids produced by the contractor throughout the project. This is done to insure we're getting what we paid for.

Employee Development

Operations staff conducted two plant tours, one for Hasan Engineering and the other for HSU students.



**Section of W Street Reservoir
being prepared for painting**

Staff attended the annual California Water Environment Association awards dinner. Eureka staff received four different awards involving Operations, Maintenance, and Source Control/Pre-Treatment. Over seventy people involved with wastewater attended the event held in Blue Lake back in November. A hazardous materials training class was conducted by Humboldt Bay Fire and was well attended by Public Works staff.

Training titled “Dealing with Difficult Conversations” conducted by Liebert, Cassidy, and Whitmore was also attended by staff.

RECREATION DIVISION

YOUTH PROGRAMS

The John Ryan Youth Center After School Program

The John Ryan Youth Center had a successful quarter including continued partnerships with both Food for People, as well as Harvest of the Month. The John Ryan Youth Center welcomed a new site Coordinator, a former Recreation Leader and Summer Camp Assistant Coordinator. The Ryan Center also put forth great effort to enhance the level of programming from offering participants a higher level of educational value through providing homework time worksheets to emphasizing educational themes for activities offered to participants. The Ryan Center also celebrated participants whose birthdays were in the months of August, September and October with a giant birthday party, and held fun themed activities for the fall holidays that included potlucks.

“I chose the Ryan Center After School Program because I heard nothing but rave reviews about it from every parent that I asked.” – Parent

The Roller Skating Program

The City of Eureka Roller Skating Program held at the Municipal Auditorium offers community members of all ages a family oriented fun recreation experience. Participation levels continually increased throughout the last quarter, while many people attended the program for the first time. The Roller Skating Program continued its successful Party on Wheels Program which offers families an exceptional birthday celebration experience, as well as many special events including a *Glow in the Dark Skate Night*. The Roller Skating Program also hosted the 3rd Annual Eureka Skaters Give Back event, which is a fundraiser for Food for People where participants bring in a can of food to benefit the Food for People Program. This year was the highest number of participants in the 3-year history of the event.

After School Programs

Eureka Recreation entered into its 12th year of partnership with Eureka City Schools, providing the After-School is Cool Program. The A.S.P. focused heavily on recruitment and staff training for the after-school programs. Eureka Recreation held its annual All-Staff Training at the John Ryan Youth Center where staff learned and strengthened their skills in policy and protocol, homework classroom management, tangible leadership skills, group game facilitation, physical and emotional safety, behavior guidance as well as communication skills both with youth, parents and co-workers.

Eureka Recreation also spent the quarter focusing on continued training and evaluations of the A.S.P. leaders and the program sites to ensure the essential tools are being provided as well as maintaining the high safety and programming standards at each of the five sites. Eureka Recreation also produced a short promotional video of the programs that was shown at the Eureka City Schools Board Meeting on December 12th. The video featured interviews with the site coordinators, recreation leaders and parents of after-school participants. It was very well received and the district requested copies to place on their website. Another primary focus this quarter was the re-structuring of the After School Program at Zane Middle School. New systems were put into place for homework, transitions and enrichment activities. Staff was asked to generate new club ideas for the upcoming weeks, as the entire program is shifting to the format of clubs which will offer a more organized, enriching and educational experience for the participants in the program.

G.U.L.C.H. Teen Recreation Program

The G.U.L.C.H. kicked off the quarter by opening the doors of its new building at Cooper Gulch. The new program hours run from 4-6pm on Tuesdays and Thursdays. The G.U.L.C.H. focused on staff training and development which included dealing with teen specific behavior challenges, as well as teen activity group facilitation. The G.U.L.C.H. programming offers fun and enriching activities such as Music Production, Filmmaking, Skateboarding, Disc Golf, Art, Girls Groups, Dance and more! This quarter the G.U.L.C.H. was featured in the National Recreation and Parks Association magazine "Parks & Recreation" showcasing the storied history of the teen program as well as its successes. This is a national publication that went out to Recreation Professionals throughout the entire country. This quarter also saw several changes at its facility that will enhance its programming including a teen lounge set up with carpets, chairs and bean bags, a new pool table, an air hockey table and a mural of the world covering an entire wall for an upcoming unity project. The G.U.L.C.H. also partnered with Rendezvous Entertainment and received two arcade style machines to put in the building where proceeds will be split 60/40 between the City of Eureka and Rendezvous.

F.U.N. Play Center

The F.U.N. Play Center continues to provide an exceptional program for children ages 0-5 and their parents/guardians. A field trip to the Redwood Roots Farm with the Harvest of the Month program was a great success. There, families participated in educational and enriching activities such as picking dried beans and putting them in homemade tambourines. Enriching youth programming has been maintained through a variety of activities geared at developing social skills as well as fine and gross motor skills. Activities included arts and crafts such as handprint turkeys, miniature boats using recycled lids and modeling clay and practicing letters and numbers using traced templates. Circle time, complete with enriching song and dance experiences, is a

"My kids love the After School Program. The activities are fun and enriching, and the staff is wonderful! I am so grateful for the After School Program." – Parent

favorite among parents and youth. The successful partnership with the Harvest of the Month Program included a prepared healthy snack of sweet potatoes and offered families a variety of recipes to take home in an effort to provide education about nutrition and promote healthy eating.

Hoopsters Youth Basketball

On Sunday, October 7th the 2nd Annual Coaches Community Workshop was held at the Adorni Center and was a great success. The featured speakers were Humboldt State University Men's Basketball Coach Steve Kinder and College of the Redwoods Women's Basketball Coach Doug Oliveira. Each coach presented their own coaching philosophy. Coach Kinder focused on the role of being a coach through organization and discipline, while Coach Oliveira stressed the importance of team unity and how team play is built through positive practice experiences. After their presentations both coaches then ran through passing, shooting, and rebounding drills with the youth coaches.

In November, a primary focus was interviewing new coaches and assistant coaches for the upcoming season along with new officials and scorekeepers. On November 15th the annual coaches meeting/training at the Municipal Auditorium was held with many new coaches in attendance. The training is designed to prepare coaches with the necessary tools for their upcoming season. Resource binders were distributed at the training that included a manual on how to manage safety protocol and behavior guidance, as well as a variety of drills to run at practices and a basketball terminology guide. A short video on the role of being a youth coach was also shown.

In December, team assignments were held for the 3rd-4th grade and the 5th-6th grade divisions. The teams from both divisions have already begun practicing for their first scrimmage games in early January. Multiple training sessions were also held for the new officials and scorekeepers throughout December. Team assignments will be finished for the 7th-8th grade and 9th-12th grade divisions in mid-January. Participation in youth activities exceeded 29,000 during the quarter.

ADORNI RECREATION CENTER

Fitness

The Adorni Center maintains a reputation as a leading recreation facility and the nucleus of the Recreation Division operations for the City of Eureka. A membership special, waiving the initiation fee for new memberships, took place in October and proved very successful, resulting in 28 new memberships. The fitness program also supported Breast Cancer Awareness by hosting a "Party In Pink Zumba-thon" raising donations to benefit Susan G. Komen for the Cure® and its global non-profit partners to fund breast cancer research, education, screening, and treatment programs. In addition, the Adorni Center Pickleball Community Class began and gained strong participation levels, offering one of the only local venues for this unique leisure and fitness activity. The Adorni Center also held the first Z.I.N. event, a gathering for local Zumba instructors to meet, collaborate and celebrate their common passion for this popular fitness craze. And, a new Zumba instructor was hired, further expanding the team and the variety of instructor styles offered to participants.

"I have been an Adorni Center member since it opened 21 years ago. The Adorni Center has added years to my life. The facility is always well managed and operated by welcoming and knowledgeable staff.

My sincere thanks to all!"

~Laura Reinsmith, age 69~



Party In Pink Celebration!



Light & Lively Aerobics in action!

Adorni Center Gym Rentals & Events

The Adorni Center was host to a variety of City sponsored events this quarter. The hugely popular and successful Annual Recreation Halloween Carnival was held on October 31st, where attendees enjoyed various carnival games with the theme “A Storybook Adventure.” The carnival gained support through partnerships with the TOOTH Program and Jackie Hamilton from KEET, who offered their time to run booths. In addition, Dana Hall from Cool 105.5 was the Master of Ceremonies and eight H.S.U. students volunteered to assist with the development and facilitation of the event. November 11th saw the Annual Veteran’s Day Event presented by the South West Rotary Club of Eureka. Attendees enjoyed speakers and music honoring all who have served and sacrificed for our country. Recreation held its 36th Annual Holiday Craft Bazaar on December 1st. The event attracted over 45 local artisans selling their handmade items and brought a remarkable 700 community members to the Adorni Center for this one day event. The last event of the year was the City’s annual Employee Recognition Dinner.



11/11/12 Veterans Day Event



36th Annual Holiday Craft Bazaar

Facility Rentals – Municipal Auditorium & Parks

There were 11 events held at City parks this quarter. Kennedy Ball Field hosted eight private rentals while Sequoia Park saw three. The Municipal Auditorium saw its first concert since Snoop Dogg in October 2007. The December 15th concert featured Bob Weir, a founding member of the Grateful Dead, and Jackie Greene performing an acoustic show for excited fans. Recreation worked closely with Police, Fire and Facility Maintenance to assist Bay Area promoter Goldenvoice in having a successful show. They have expressed interest in returning to the venue in the future when they have an artist that they feel will be a good match for the area. In addition to the concert, there was one private skate party rental this quarter.



Bob Weir



Jackie Greene

Community Classes

The Recreation Division offered nine community classes beginning in the month of October including *Rally Obedience*, *Hip Hop Dance*, *Music & Movement* as well as *Soccer* and *Basketball*. All were highly successful, as they met or exceeded the minimum class participation requirements. Families also took advantage of the Community Class scholarships offered, thanks to a generous grant from Humboldt Sponsors. Additionally, the Pickleball community class continues to gain in popularity. There was an overall increase in enrollment for the month of November, while the *Puppy and Basic Obedience* classes maintain strong popularity. The participants of the *So You Think You Can Dance* held a recital where they performed both group and solo dances for family and friends in December. Many little ones were exposed to their first experiences with dance and music through the *Music & Movement* class, while some of the more experienced ballet dancers signed up for the second installment of Beginning Ballet.

Adorni Center attendance exceeded 6,000 participants during the quarter.

ADULT PROGRAMS

Women's Volleyball

The Fall Women's Volleyball Program went through a division change in the month of October. Originally all 11 teams were placed in the same division due to having six brand new teams. After the women played a few games, a survey was sent to the team managers asking for feedback regarding whether or not they would like to be broken up into an "A" division and a "B" division. The response was an overwhelming yes. On October 23rd, the women started their new schedule with the division changes. It is expected that this will help balance the league with more competitive games.

The Recreation Division also purchased a volleyball net setter that measures the height of the net from the center. This new tool will help set up equipment to the official regulations and has resulted in overwhelming positive feedback from the players.

A league organization for the upcoming Winter/Spring Volleyball Program was held on November 7th with team registration continuing thru mid-December. The 12 game season will begin January 22nd.

Men's Fall Basketball

The Men's Fall Basketball League, specifically for men 30 years and over, got underway on October 8th. The seven team league plays exclusively on Mondays and Thursdays at the Adorni Center and the season is off to a great start. The program came to a successful conclusion on Monday, November 26th.

A league organizational meeting for the upcoming Men's Open Basketball League, for men 18 years and older, was held on November 14th. The Open League will begin in January with the season concluding in April.

Adult attendance approached 2,460 participants during the quarter.

REVENUES

Recreation Division revenues totaled \$136,496.52 during the fourth quarter of 2012.

ZOO

Attendance

Visitor attendance totals for quarter = **13,175**

Member visits = 3,136 (27%)

Free visits = ZEAP program 569; sponsored Free Day 1,495

Eureka residents (non-member) visits = ~40%

H.C./non-Eureka residents (non-member) visits = ~24%

Residents outside Humboldt County (non-member) visits = 29%

Calendar year 2012 summary: total attendance = **70,385** --- an increase of 5% over 2011

Rentals hosted by zoo staff in classroom = 3

Education and Outreach

Four school **field trips** visited the zoo, with 1 guided tour. Washington School 5th graders completed research projects and gave presentations on various animals at the zoo.

College of the Redwoods anthropology students completed Ethnography studies at the Zoo with assistance from several staff members. A HSU student completed her research thesis on exhibit signage evaluation.

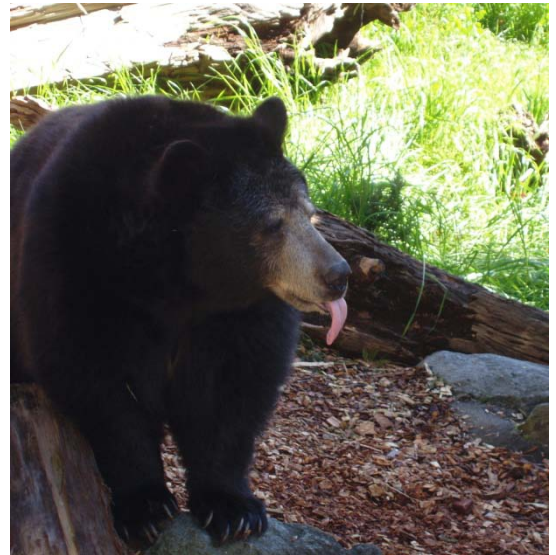
Education and Activities

Memorial markers were moved from the Fuchsia Garden to a temporary location across from the primate exhibits until a more appropriate permanent location is identified.

Zoo design architects were interviewed and a design team selected for the new exhibits for the River Otter, Bald Eagle and Salmon.

Animal Collection

Losses to our animal collection included a Raven, a domestic rabbit and chicken, a California kingsnake with a large tumor, an elderly Virginia opossum that was euthanized due to poor health, and very sad but not unexpectedly, our long-term resident Rosemary the black bear. Rosemary had been under veterinary care and evaluation for the past three years to treat age-related conditions and to regularly assess her quality of life. A few days after Christmas, her condition took a sudden turn for the worse, and staff and vet made the decision to euthanize her. A necropsy performed after her death confirmed she was in end-stage renal failure. She was buried on zoo grounds along with her sister Maxine, who died a few years previously. Decisions about the old bear exhibit will be made in the next few months.



“Shifu”, one of our brother Red Pandas was sent to the Detroit Zoo to be paired with a female. This was done on the recommendation of the Red Panda Species Survival Plan committee of the Association of Zoos & Aquariums, which makes all breeding and holding recommendations for the species in captivity. We await transfer of a breeding female to Sequoia Park Zoo to pair with our other male in 2013. Two Red-crested turacos hatched here at SPZ were donated to the San Diego Zoo Safari Park. Mocha, the domestic sheep, was sent across the street as a companion grass grazer for the City’s Water Treatment Plant yard.

The Zoo gained two domestic Yaks, who are on exhibit in one of our large paddocks near the Barnyard. They are on indefinite loan to the Zoo from the Kuljian family after tragedy struck several family members at Big Lagoon this year.

Our Zoo began participation in the new web-based software program that tracks global zoo animal records called Zoo Information Management System.

Volunteer Support

Total volunteer hours contributed to the Zoo this quarter equaled **452** hours culminating from YAK youth volunteers in the Barnyard, adult Zoo Crew assisting with animal care and projects, ZIP interpreters, community service labor, and animal observers. A big “Thank You” to our dedicated volunteers!

The Sequoia Park Zoo Foundation also accumulated many hours of work from generous volunteers for events, mailings, and projects.

Events

Special events sponsored by the Zoo Foundation included the Arcata Chamber Mixer, Boo At the Zoo, International Red Panda Day (3rd Free Day of the year), and Members Holiday Open House. This year Boo At the Zoo saw the highest attendance ever with 2,390 spooky participants!

Upstate Conference was hosted by Eureka this year and the evening entertainment was held at the Zoo, with delicious local food and libations plus local product vendors and lively entertainment by aerial and acrobat performers.

The season’s first Conservation Lecture took place in December on the topic of our local salmonid life cycles given by Dr. Darren Ward, Fisheries Biologist at Humboldt State University. The lecture was attended by about 30 people and was open and free to the public.

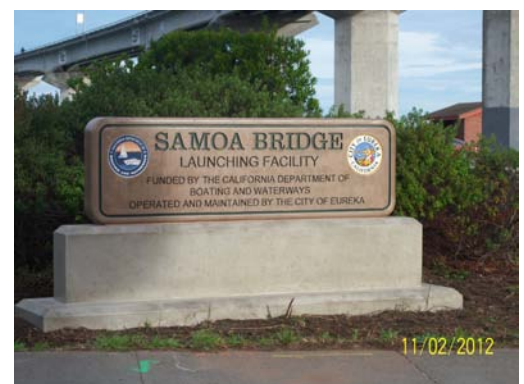
The local Blood Mobile spent a day at the Zoo and received a few donations.

Pastels on the Plaza featured a Sequoia Park Zoo panel painted by artist David Dunning.

HARBOR DIVISION

Eureka Public Marina

After a busy recreational season, it was time for staff to focus on preparing the marina for the winter months. Courtesy vessel inspections were performed to bring attention to protection equipment including dock lines, fenders and bilge pumps for marina tenants. Harbor staff also began replacing rub boards, fenders and cleats for the onset of inclement weather. The marina retained most of the recreational salmon anglers as we transitioned into the sport crab season. Two new concrete signs were manufactured and installed at both public launch facilities which are quite impressive. They were purchased through a grant with the Department of Boating and Waterways at no cost to the City. They enhance the visibility and access for trailer vessels. The Tenant’s Facility exterior was painted and exposed metals received anti-rust



treatment. Staff installed several new 50 amp power receptacles on the “K” dock power boxes. All piling caps were scrubbed removing algae. Harbor staff also attended a “haz-wopper” training in November.

Waterfront Facilities

Harbor staff continued working on the components at the Boardwalk including service and cleaning of the new sculpture. Several benches were repaired as well as new banners hung along light poles. Staff cleaned the boardwalk railing and continued the routine sweeping/scrubbing with the tenent sweeper. The walkway lighting was repaired on the Bonnie Gool Guest Dock and several water lines were replaced. The guest dock and launch ramps were also pressure washed.

Fisherman’s Terminal

Harbor staff has been giving much attention to the Fisherman’s Terminal as we prepare for the Commercial Crab season, being onsite, extending and rearranging schedules to accommodate the fishermen and ensure smooth operations. Gear storage has been a challenge this year as the size of the crab fleet has nearly doubled for this season. Staff strives to have good communication with the tenants and their vessels to keep organized and accessible for the multitude of users. Improvements were made to the existing scupper drainage on the dock. This will allow a better return flow to the bay from the live well areas.



Wharfinger Building

Approximately 2,220 guests attended events held at the Wharfinger Building during the month of October. Of the 19 events held, 17 were in the Great Room and 2 meetings were held in the Bay Room. Nearly \$7,500 in revenue was generated from these events which included fundraisers, weddings, memorials and our normal meetings. Over \$5,500 in revenue was generated from the 20 events held in November at the Wharfinger Building. Approximately 1,700 people attended 15 events in the Great Room and 5 events in the Bay Room which included meetings, a wedding, baby shower, fundraisers and a Bat Mitzvah. The 18 events held at the Wharfinger Building in December generated over \$7,000.00 in revenue. Attendance exceeded 2,175 for the 15 events held in the Great Room and 3 events in the Bay Room most of which consisted of meetings, holiday parties, a wedding and a 100th birthday party.



FACILITIES DIVISION

The fall months were very busy for the Facilities Division. Multiple large projects and retrofits occurred which required the oversight and participation of the staff. These included: The

Fire Headquarters Earthquake Retrofit, the Muni/Winship Earthquake Retrofit, Water/Sewer Building replacement, and two large painting jobs. Staff has also been involved in the citywide phone system changeover. This requires identifying CAT5 lines throughout all City facilities, isolating alarm lines, and dropping in network connections.

The Adorni Recreation Center received some needed roof repairs. New shingles were installed along all ridges and hips, and the skylights were cleaned and resealed. Ballasts along the Adorni boardwalk were re-lamped and repaired. The Muni auditorium had a new set of double doors replaced including panic hardware improving the security of the facility and the safety of the occupants. At the Parks yard, a new roof was installed on their shop after several tree limbs fell through it. The roof was structurally enhanced with a collaborative effort from both divisions. Staff trenched several hundred yards through the parks yard and garden to lay conduit for a network connection. The wireless signal can now be received and sent on to the Zoo and Water Treatment Plant. At the Zoo, electricians repaired ballasts and lamps along the front entrance and repaired emergency lighting throughout the facility. Several call-outs to the Zoo were directed to the restrooms where staff uncovered the mystery of the clogged toilets which contained flushed cell phones.

At Fire Headquarters, staff repaired the overhead roll-up doors. The earthquake retrofit went quite well and addressed many ongoing issues at the facility including the roof and exterior wall separations. Staff worked on the Nederman exhaust system to flush out exhaust from the engines. At EPD, the electricians worked on installing surveillance cameras and monitors linked to their interview rooms. Repairs were made to the central heating system and ventilation. Custodial staff cleaned and buffed the floors in the hallways and classroom. The Corporation Yard conference room and kitchen were remodeled by our master craftsman John Adams.

Staff was kept busy with special events which included the Veteran's Day celebration and the annual Trucker's Parade. The Muni Auditorium hosted a concert featuring Bob Weir and Jackie Green. The concert requires preparation and oversight by the City electricians as well as custodial staffing for clean up. Staff strung holiday lighting along 4th and 5th streets and the old town gazebo. As usual, there were many traffic signal call-outs which included 7th and H, Harris and H, and 14th and E. Pedestrian signals at 7th and H, and Buhne and I, were also repaired.



STREETS

The Streets Division was busy patching pot holds and cleaning ditch lines throughout the City. Forty-five (45) tons hot mix and 4 tons cold mix were used.

Approximately 2,499 culverts and drop inlets city-wide were inspected, cleaned and vactored. Crews repaired/replaced 4 sections of 18" cross culverts and 2 tee's and 2 sections of 16" and 1 tee. Forty (40) feet of 12" drain pipe was replaced at 329 Highland Street.



There were 58 signs throughout the City that were repaired or replaced. Four new signs were installed.



WATER DISTRIBUTION

Renewals/Leaks 22
New Services 1
Main Repairs/Breaks 3
Fire Hydrants 4

Noteworthy jobs for the 4th quarter are centered around the new Open Door Clinic on the end of Tydd St. Two new fire hydrants and relocating and abandoning multiple services found during the construction process kept us busy along with a main break thrown in for good measures. We have many concerns about the existing water main on Tydd St and fear that it will give us problems in the future. Twenty-three service leaks is an average quarter for us and only one new service, which again was at Tydd St, was relocated to a new location to feed the house on the east side of the street. We had a very large main break in the intersection of West 15th Street and Union in early December which caused a tremendous amount of damage to the street and required a contractor to reconstruct the intersection once the repair was complete. The unusual amount of damage caught us by surprise as the line that broke was only a 6 inch line and was not in an area of high pressure. We suspect that the soil conditions contributed to the amount of damage to the roadway. The other main break was on Christmas Eve Day and happened on West Washington near Broadway and was repaired quickly without causing any damage to the area. Construction on the new Water/Sewer Building has come to a stop as there seems to be many issues that slow progress; we really are looking forward to the completion so we can return to a normal work situation and have a shop to work in during the winter months.

We continue to target old services found around town for replacement as time allows along with a lot of Fire Department work requests for hydrants and new fire services for the stations. Hydrant painting has slowed due to the weather change but will pick up again weather permitting. Road patching routine work requests and assisting other Departments requests for help have kept us busy during the 4th quarter. As always, I continue to be very proud of my crew as they show everyday why they are the best in the City.